

ATHENS TOWNSHIP PLANNING COMMISSION
Regular Meeting
April 1, 2019

The regular meeting of the Athens Township Planning Commission was called to order on Monday, April 1, 2019 at 7:00PM by Vice Chairwoman, Marion Carling.

Present: Clif Cheeks, Marion Carling, Jason Rogers, Ronald Reagan, Rebecca Miller, Cindy Parrish, Assistant Zoning Officer, and Secretary, Elaine Daddona. All others in attendance signed a sign-in sheet hereby attached.

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

WILLIAMS SUBARU OF ATHENS #19-01

Marc Maser, P.E., PMP of Maser Engineering, was present with the applicant Dalton Williams and Randy Williams for the Williams Auto Group and submitted eight (8) copies of an application for Sketch Plan Review dated March 11, 2019 prepared by Maser Engineering for a proposed auto dealership located at 1730 Elmira Street, zoned Commercial District. Documents were received by the Zoning Office on March 11, 2019 along with a Zoning Hearing Board variance application.

Project Narrative states that the applicant seeks to construct a new 22,000 sq.ft. auto dealership on the existing (and former) P&C grocery store lot on Elmira Street in Athens Township. Existing Parcel No. 1 will be sub-divided into two parcels: Parcel #1-Williams Subaru of Athens; and Parcel #5-P&C Building and land to the north; existing Parcel #2 will be eliminated: divided between the new Parcel #1, Parcel #4 and Parcel #5; Parcel No. 3 will reduce in size-land now dedicated to the new Parcel #1; Parcel #4 will increase in size-land from a portion of the former Parcel #2. The intent was to sub-divide the former P&C Building from the proposed development in order to reuse the building in the future. The existing entrance of the former P&C building is located on the west side, facing Elmira Street. Due to the proposed dealership, any future use of the existing building will require the entrance and parking to be relocated to the north side.

Marc Maser of Maser Engineering discussed the overall scope of the project for a Subaru auto dealership in front of the former P&C building which has been closed since 2012. The facility would be located in the parking lot of the P&C structure and include a large amount of parking spaces for both customers and vehicle inventory. The lot would also stretch over to Clinton Street behind the UPS facility next door and provide an access point from that roadway. The dealership would include a showroom, office space, service garage and fenced dog park located on the premises. Dalton Williams, Director of

Operations for Williams Auto Group, explained that the current Subaru dealership located in Sayre, PA had hit an all-time sales record last month and suggested that this project may grow their staffing five to ten more employees and that the design of this building is from Subaru. He stated that they were not required by the dealership to have a dog park, but that they felt it would provide a better community feel for the use of the development, and added that the park would be available for everyone, not just customers of the dealership.

Discussion of the Sketch Plan with the Planning Board followed regarding the proposed construction and the variance requests which had been submitted to the Zoning Hearing Board. The Zoning Hearing Board met on March 26, 2019 and continued their hearing and decision pending a recommendation of the Planning Commission for this Plan.

The developer was asked if it was their intention to make all the parcels shown on the Plan one parcel, and that was affirmed. The Planning Board inquired about stormwater drainage, signage and access to the P&C building—specifically for the Athens Township Fire Department in case of an emergency. It was suggested that the Fire Department be contacted regarding their insight for fire protection during construction and as it relates to the proposed Plan.

The Planning Board indicated that they would need to indicate the loading zone for receipt of new vehicles on the Plan.

Dalton Williams stated that construction is expected to begin by the end of summer and last for roughly 12 to 18 months.

The Planning Commission agreed that the recommendation to the Athens Township Zoning Hearing Board would be as follows:

- 1) Off street parking size needs to be 10 ft by 20 ft
- 2) Variance #1 - we ask that they maintain parking spaces for customers and employees to be 10 ft by 20 ft.
- 3) Variance #2 interior aisle - recommend it be width of 24 ft.
- 4) Variance #3 impervious surface coverage, applicant needs to demonstrate how they are going to handle their storm water at 88.5%.
- 5) Variance #4 needs to comply with the Athens Township Zoning Ordinance.
- 6) Applicant will need a variance request for the Clinton Street driveway entrance and exit, and if it meets the Ordinance for width, there would be no problem.
- 7) Applicant will need a variance request for the proposed Dog Park per Section 430 of the Athens Township Zoning Ordinance.

Page 3
ATHENS TWP. PLANNING COMM'N
April 1, 2019

Motion by Clif Cheeks, second by Ron Reagan, to approve the Minutes of December 3, 2018 as read, and motion carried with Rebecca Reagan abstaining as she was not present at the meeting.

Election of Officers

Motion by Clif Cheeks to nominate Marion Carling as Chairwoman, second by Ron Reagan, and motion carried. Motion by Clif Cheeks to nominate Ron Reagan as Vice Chairman, second by Marion Carling, and motion carried.

Meeting was adjourned at 8:37PM as there was no further business to discuss.

Respectfully submitted,

Elaine Daddona, Secretary

ATHENS TOWNSHIP PLANNING COMMISSION

Regular Meeting

July 1, 2019

The regular meeting of the Athens Township Planning Commission was called to order on Monday, July 1, 2019 at 7:01PM by Chairwoman, Marion Carling.

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

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

WILLIAMS AUTO GROUP #19-02

Marc Maser, P.E., PMP of Maser Engineering, was present with the applicants Dalton Williams and Randy Williams for the Williams Auto Group and submitted eight (8) copies of an application for a four-lot Subdivision Plan Review dated May 13, 2019 prepared by Maser Engineering for Williams Subaru, a proposed auto dealership, located at 1730 Elmira Street, zoned Commercial District. Documents were received by the Zoning Office on June 10, 2019 along with a Land Development Plan Review application.

Marc Maser of Maser Engineering discussed the overall scope of the project for a Subaru auto dealership in front of the former P&C building which has been closed since 2012. The facility would be located in the parking lot of the P&C structure and include a large amount of parking spaces for both customers and vehicle inventory. The lot would also stretch over to Clinton Street behind the UPS facility next door and provide an access point from that roadway. The dealership would include a showroom, office space, service garage and fenced dog park located on the premises. Discussion of the Subdivision Plan followed with the Planning Board. A formal review of the Subdivision Plan was not done due to the number of deficiencies on the Plan which was submitted.

The Planning Commission found the following deficiencies as listed:

- 1) Parcel No. 1 requires the front setback on Clinton Street changed to fifty (50) ft.
- 2) Parcel No. 5, the northeast front setback, needs to be changed to fifteen (15) ft. side setback
- 3) Parcel No. 5, the eastern side setback, needs to be changed to twenty-five (25) ft.
- 4) The streets need to be labeled on the Plan.

- 5) Need to identify adjoining landowners on the Plan.
- 6) The signature block is missing on the Plan.
- 7) The location map is missing on the Plan.
- 8) The road right-of-way needs to be shown on the Plan.
- 9) Parcel I.D. area map shows two Parcel No. 3's.
- 10) Needs surveyor verification after the pins have been set.
- 11) Contour lines need to be shown on the Plan.
- 12) There is "no parking" within ten (10) ft. of the property line.

Check #8420 from Williams Subaru dated May 14, 2019 in the amount of Three Hundred (\$300.00) Dollars was received by the Zoning Office on June 11, 2019 for the filing fee along with Check #8418 made payable to the Bradford County Treasurer in the amount of Twenty-five (\$25.00) Dollars for the Bradford County review fee.

CLIFFORD/MARY LOU CHAMPION #19-03

Bruce Benish of Benish Surveying was present along with applicants Debra Luchaco, Executrix of the Estate of Mary Lou Champion, and Jason M. Rogers for a two-lot subdivision, Lot 1A to become part and parcel to adjacent lot of Jason M. Rogers located on Shepard Road. Mr. Benish submitted ten (10) copies of a Subdivision Plan dated June 10, 2019 and received by the Zoning Office on that date along with a copy of the Deed, and Short Certificate for Letters Testamentary on the Estate of Mary Lou Champion which was dated March 21, 2019.

Check #3097 from Bruce Benish Surveying dated June 10, 2019 in the amount of One Hundred fifty (\$150.00) Dollars for filing fee along with Check #3098 made payable to the Bradford County Treasurer for the Bradford County review fee in the amount of Twenty-five (\$25.00) Dollars was received by the Zoning Office.

Motion by Ronald Reagan, second by Clif Cheeks, to review the Plan for Preliminary/Final Plan approval, and motion unanimously carried. A checklist was completed and no deficiencies were found.

Motion by Ronald Reagan, second by Clif Cheeks, to recommend preliminary/final plan approval to the Supervisors at their regular meeting to be held on July 31, 2019 at 6:00PM. Supervisor Christine Vough was present and suggested that the Supervisors were having a special session earlier than their regularly scheduled meeting and there was a possibility they would be able to review this at the meeting at that time. She would look into that.

Check #3097 from Bruce Benish Surveying dated June 10, 2019 in the amount of One Hundred fifty (\$150.00) Dollars for filing fee along with Check #3098 made payable to the Bradford County Treasurer in the amount of Twenty-five and no/100 (\$25.00) Dollars for the County review fee was received by the Zoning Office.

WILLIAMS SUBARU OF ATHENS, PA #19-01

Marc Maser of Maser Engineering presented eight copies of an application for a Preliminary Plan dated June 10, 2019 for a Land Development. The applicants, Dalton and Randy Williams of Williams Auto Group, were present also for a proposed 22,000 sq. ft. auto dealership to be located at 1730 Elmira Street, in a Commercial District. Mr. Maser submitted a Land Development application, Erosion and Sediment Control Narrative dated June 10, 2019, and copies of the Post Construction Storm water Management Report dated June 10, 2019 and the copies of the Zoning Variance Application for two additional Variances before the Athens Township Zoning Hearing Board and appropriate fees.

Check #8454 from Williams Subaru in the amount of Three Thousand One Hundred fifty and no/100 (\$3,150.00) Dollars for the filing fee; along with Check #8455 from Williams Subaru in the amount of One Thousand Five Hundred and no/100 (\$1,500.00) Dollars for the Engineer review fee; and Check #8457 from Williams Subaru made payable to the Bradford County Treasurer for the Bradford County review fee was received by the Zoning Office on June 10, 2019 (receipt dated June 11, 2019).

Skip Schneider, the Township Engineer, was present to review the Land Development Plan and submitted his letter to the Planning Commission dated June 28, 2019, a copy of the review is hereby attached.

The Planning Commission reviewed the Plan and submitted the following list of deficiencies for a formal review along with the listed comments of Skip Schneider, the Township Engineer, as follows:

1. Need to remove "Subdivision" and state that it is a "Preliminary Land Development Plan" on the Cover Sheet.

2. Need to verify line parking space requirements.
3. A sidewalk is required along Clinton Street for Lot No. 1 on the Plan.
4. Need to show loading/unloading zone on the Plan.

It was agreed with Mr. Maser that the corrections would be submitted to the Township Engineer and the Zoning Office by July 15, 2019 so that the Planning Commission could formally review this application at a special session on July 22, 2019 at 7:00PM.

Motion by Ronald Reagan, second by Rebecca Miller, to approve the Minutes of April 1, 2019 as read, and motion unanimously carried.

Meeting was adjourned at 9:45PM as there was no further business to discuss.

Respectfully submitted,

Elaine Daddona, Secretary

ATHENS TOWNSHIP PLANNING COMMISSION
Special Meeting
July 22, 2019

The special meeting of the Athens Township Planning Commission was called to order on Monday, July 22, 2019 at 7:00PM by Chairwoman, Marion Carling.

Present: Marion Carling, Jason Rogers, Ronald Reagan, Rebecca Miller, Cindy Parrish, Assistant Zoning Officer, Skip Schneider, Township Engineer, and Secretary, Elaine Daddona. Clif Cheeks was unable to attend. All others in attendance signed a sign-in sheet hereby attached.

WILLIAMS SUBARU OF SAYRE #19-02

Marc Maser, P.E., PMP of Maser Engineering, was present with the applicant Dalton Williams for Williams Auto Group and submitted eight (8) copies of an application for a four-lot Subdivision Plan Review dated July 15, 2019 prepared by Maser Engineering for Williams Subaru, a proposed auto dealership to be located at 1730 Elmira Street in a Commercial District. Documents were received by the Zoning Office on July 16, 2019 along with a Land Development Plan Review application. Mr. Maser stated that they had Scott Williams, PLS of Butler Land Surveying prepare a survey for this Plan dated July 15, 2019 and that pins had been set. He stated that Lot A is to become part and parcel to the adjacent lot of Nancy D. Williams, Trustee described as tax parcel number 9-20.24-099 in Bradford County Deed Book to form a single lot of 35,880 square feet (0.82 acre).

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

1. Lot "A" is to become part and parcel to the Nancy Williams Trustee lot.
2. The acknowledgment statement needs to be signed by the developer.
3. Lot 3, the northeast corner, the setbacks need to be changed to be fifteen (15) feet on the Plan.

Motion by Rebecca Miller, second by Jason Rogers to recommend Preliminary/final plan approval to the Supervisors, contingent on resolution of the deficiencies, at their meeting to be held on July 31, 2019 at 6:00PM and motion unanimously carried.

WILLIAMS SUBARU OF SAYRE, PA #19-01

Marc Maser of Maser Engineering presented eight copies of an application and revised Preliminary Land Development Plan dated July 15, 2019. The applicant, Dalton Williams of Williams Auto Group, was present along with Willy Rowe, Project Manager, and Scott Williams of Butler Land Surveying for a proposed 22,000 sq. ft. auto dealership to be located at 1730 Elmira Street, in a Commercial District. Mr. Maser submitted a revised Land Development application, revised Erosion and Sediment Control Narrative dated July 15, 2019, and revised Post Construction Storm water Management Report dated July 15, 2019.

Skip Schneider, the Township Engineer, was present to review the Land Development Plan and submitted his letter to the Planning Commission dated July 19, 2019, a copy of the review is hereby attached and referred to as part of the review of the Planning Commission.

Mr. Maser stated that the Land Development Plan does not have the variance for the drive on Clinton Street since it is scheduled to be considered by the Athens Township Zoning Hearing Board at their regular meeting on July 23, 2019.

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

1. In Skip Schneider's letter dated July 19, 2019, numbers 2 through 5 and 9 must be completed before construction can commence and prior to obtaining a building permit.
2. Number 6 through 8 are deficiencies and must be completed prior to the Supervisor's meeting to be held on July 31, 2019 at 6:00PM.
3. Under General comments: all five numbers must be addressed.
4. The Plan needs to be signed by the developer.

Motion by Ronald Reagan, second by Rebecca Miller, to recommend approval to the Supervisors for their meeting to be held on July 31, 2019 at 6:00PM contingent on the revisions being received and approved by Skip Schneider, Township Engineer, by Thursday, July 25, 2019.

Motion by Ronald Reagan, second by Rebecca Miller, to approve the Minutes of July 1, 2019 as read and motion was unanimously carried.

Page 3
ATHENS TWP. PLANNING COMM'N
July 22, 2019

Meeting was adjourned at 8:40PM as there was no further business to discuss.

Respectfully submitted,

Elaine Daddona, Secretary

ATHENS TOWNSHIP PLANNING COMMISSION

Regular Meeting

August 5, 2019

The regular meeting of the Athens Township Planning Commission was called to order on Monday, August 5, 2019 at 7:03PM by Chairwoman, Marion Carling.

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

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

JACK/ELLA BELLES #19-04

Scott S. Williams, PLS of Butler Land Surveying, LLC was present along with applicants Jack and Ella Belles for a two-lot subdivision located on McCardle Road, zoned Agricultural District. Mr. Williams submitted eight (8) copies of a survey plan dated June 10, 2019 and received by the Zoning Office on June 19, 2019 along with a Project Narrative, copy of the Deed, Notarized copy of an Acknowledgement of Pre-Existing Structures on Lot #5 dated June 18, 2019 and a Non-Building Waiver from Bradford County Sanitation.

Project Narrative states that this is a one-lot subdivision of lands of Jack and Ella Belles of a 106-acre parcel described in Bradford County Deed Book 319 at Page 767. Proposed Lot 5 (15.00 acres) is occupied by a house with on-site septic and water supply systems. Lot 1 is the remaining land. It is vacant and for agricultural use at this time. Lots 2-4 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 #379 from Ella K. and Jack Belles dated June 13, 2019 in the amount of One Hundred fifty (\$150.00) Dollars for filing fee was received by the Zoning Office on June 19, 2019 along with Check #380 made payable to the Bradford County Treasurer for the Bradford County review fee in the amount of Twenty-five (\$25.00) Dollars.

Motion by Jason Rogers, second by Ronald Reagan, to review the Plan for preliminary/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 preliminary/final plan approval to the Supervisors at their regular meeting to be held on August 28, 2019 at 6:00PM. Motion unanimously carried.

BARRETT, EDWARD/DEANNA & VERDERESE, WILLIAM/JOANN #19-05

Scott S. Williams, PLS of Butler Land Surveying, LLC was present along with applicant Edward Barrett for a three-lot subdivision located on Weaver Road, zoned Agricultural District. Mr. Williams submitted eight (8) copies of a survey plan dated July 11, 2019 along with a Project Narrative, copy of a Deed and received by the Zoning Office on July 15, 2019.

Project Narrative states that this is a three-lot subdivision of a 14.35 acre parcel described in Bradford County Inst. 200112333.

Proposed Lot 7 (8.01 acres) is occupied by a house with an on-site septic system and water supply. Backup perc testing has been performed on this lot. Percolation testing has been performed as shown on the plan for a residential system of one EDU (400g/day).

Proposed Lots 8 & 9 (2.88 acres and 3.46 acres) are vacant and have percolation testing as shown. Percolation testing has been performed as shown on the plan for a residential system of one EDU (400g/day).

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 #3277 from Urban Connection/Deanna or Edward Barrett dated July 15, 2019 in the amount of One Hundred seventy-five (\$175.00) Dollars for the filing fee was received by the Zoning Office on July 16, 2019 along with Check #3279 made payable to the Bradford County Treasurer in the amount of Twenty-five (\$25.00) Dollars for the County review fee.

Motion by Rebecca Miller, second by Jason Rogers to review the Plan for preliminary/final plan approval, and motion unanimously carried. A checklist was completed and no deficiencies were found.

Motion by Ronald Reagan, second by Rebecca Miller to recommend preliminary/final plan approval to the Supervisors at the meeting to be held on August 28, 2019 at 6:00PM. Motion was unanimously carried.

HUNSINGER, JOHN F./THERESA Y. #19-06

Tricia Benish of Bruce Benish Surveying was present along with the applicants John and Theresa Hunsinger for a two-lot subdivision located on Chamberlain Road, zoned Agricultural District. Mrs. Benish submitted ten (10) copies of a survey plan dated June 28, 2019 along with a Project Narrative, copy of a Deed received by the Zoning Office on July 3, 2019 and a Request for Planning Waiver & Non-Building Declaration received this date on August 5, 2019.

Project Narrative states that the purpose of the subdivision is to divide the parent tract of 76.87 acres into two parcels. Lot 3 of 1.99 acres has a house, well and on-lot septic system. The residual parcel of 74.88 acres will be continued for agricultural purposes. Surrounding properties are residential and agricultural. The area is zoned Agricultural.

Check #3101 from Bruce Benish Surveying dated July 3, 2019 was received by the Zoning Office on July 16, 2019 (date of receipt) in the amount of One Hundred fifty (\$150.00) Dollars for filing fee, along with Check #3102 dated July 3, 2019 made payable to the Bradford County Treasurer in the amount of Twenty-five (\$25.00) Dollars for the County review fee.

Motion by Rebecca Miller, second by Clif Cheeks to review the Plan for preliminary/final plan approval, and motion unanimously carried. A checklist was completed and there were no deficiencies.

Motion by Clif Cheeks, second by Rebecca Miller to recommend preliminary/final plan approval to the Supervisors at their meeting to be held on August 28, 2019 at 6:00PM, and motion unanimously carried.

Motion by Ronald Reagan, second by Rebecca Miller, to approve the Minutes of July 22, 2019 as read, and motion unanimously carried.

Meeting was adjourned at 7:50PM as there was no further business to discuss.

Respectfully submitted,

Elaine Daddona, Secretary

ATHENS TOWNSHIP PLANNING COMMISSION

Regular Meeting
December 11, 2019

The regular meeting of the Athens Township Planning Commission was called to order on Wednesday, December 11, 2019 at 7:00PM by Chairwoman, Marion Carling. Ms. Carling explained that this meeting had been postponed from the regular date due to inclement weather.

Present: Clif Cheeks, Marion Carling, Jason Rogers, Ronald Reagan, Rebecca Miller, Cindy Parrish, Assistant Zoning Officer, and Secretary, Elaine Daddona. All others in attendance signed a sign-in sheet hereby attached.

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

SAYRE VALLEY, LLC #19-07

Chris Oleniacz, Project Manager of JHA Companies was present along with Tom Collins of the Guthrie Clinic for a two-lot subdivision located at 2900 Elmira Street, zoned Commercial District. Mr. Oleniacz submitted eight (8) copies of a survey plan dated October 4, 2019 and received by the Zoning Office on November 8, 2019 along with an Application for Review of a Subdivision, Project Narrative, copy of the Deed, Notarized Power of Attorney from Guthrie Clinic to JHA Companies, Request for a Waiver, Notarized Plan Acknowledgment Statement, Notarized Power of Attorney to JHA Companies, utility Willing to Serve statements, and Restrictive Covenants between Sayre Valley, LLC and The Guthrie Clinic.

Project Narrative states that this project consists of a two-lot subdivision of an existing parcel of land owned by Sayre Valley LLC, being denoted as Bradford County Tax ID #09-007.10-041-000. The existing parcel of land consists of 20.95 acres of land. Lot 1 being the remaining lands will consist of 11.57 acres of land.

Lot 2 is the intended portion to be conveyed to the Guthrie Clinic which will consist of 9.38 acres of land. This lot contains the former Kmart. The new boundary line is defined by an existing party wall on the north. The project site is zoned Commercial.

There will; be a recorded ECCR Agreement that will be effective upon closing. The ECCR shall set forth cross easements across both parcels for ingress and egress, parking, any common utility facilities, common utility facilities, common areas, and maintenance of the retention pond. Also, the pylon signage will be for the benefit of both properties with Guthrie having the current Kmart panel and there will be an agreement for shared services for landscaping, sweeping/cleaning, snow removal and salting. A party wall agreement

will be entered into separately given the party wall between the former Kmart building and the shopping center.

The intended purpose of this subdivision is to acquire the former Kmart, as Guthrie intends to move certain clinical departments to this location in order to grow their services in order to help meet community needs.

Check #10635 in the amount of One Hundred fifty (\$150.00) Dollars from JHA Companies dated November 8, 2019 was received on November 8, 2019 by the Zoning Office for the filing fee along with Check #10636 in the amount of Twenty-five (\$25.00) Dollars made payable to the Bradford County Treasurer for the Bradford County review fee.

There was a discussion concerning the ATM on the premises, and Mr. Oleniacz stated this was a lease through the current owner and conveyance would be up to the present owner. He also stated it was projected to take 12 to 18 months to construct from this date.

Mr. Steinfeld was present from the Athens Township Volunteer Fire Department and requested a Knoxbox installed on the business.

Motion by Ronald Reagan, second by Rebecca Miller, to review the Plan for preliminary/final plan approval, and motion unanimously carried. A checklist was completed and no deficiencies were found.

Motion by Ronald Reagan, second by Rebecca Miller, to recommend preliminary/final plan approval to the Supervisors at their regular meeting to be held on December 18, 2019 at 6:00PM, and motion unanimously carried.

Motion by Ronald Reagan, second by Rebecca Miller, to approve the Minutes of September 9, 2019 as read, and motion unanimously carried.

Meeting was adjourned at 7:38PM as there was no further business to discuss.

Respectfully submitted,

Elaine Daddona, Secretary

