

ATHENS TOWNSHIP PLANNING COMMISSION

Regular Meeting

December 1, 2025

The regular meeting of the Athens Township Planning Commission was called to order on Monday, December 1, 2025, at 7:00PM by Chairwoman, Marion Carling.

Present: Chairwoman Marion Carling, Rebecca Miller, Matt Cooper, Ron Reagan, Bob Petruschak, Zoning Officer, Ed Reid, and Secretary, Cindy Parrish. All others in attendance are noted on the attached sign-in sheet.

Applicants to be heard:

Minard, Jeanette: a 2-lot subdivision on Minard Drive.

Matthew Tomazic from JHA Engineering was in attendance to present the subdivision. Ms. Minard, who originally planned to be at the meeting, was unable to attend so she was called on speakerphone to give her approval for Tomazic to act on her behalf in the matter. Tomazic stated that they are subdividing a 1.99 acre parcel near the existing house for Ms. Minard's grandson. The sewage module has been submitted to Sanitation, and they are awaiting a response. Reid stated that they will need a floodplain permit if they plan on building in the floodplain.

Motion the review the plan was made by Reagan and seconded by Cooper. Motion carried, and the plan was reviewed with the following deficiencies noted:

1. Access drive easement needs to be labelled or called out more clearly
2. Zoning District needs to be changed from Woodland/Conservation to Agricultural
3. Building setbacks need to be corrected to those of the Agricultural District
4. Need sewage module
5. Delineate flood zones more clearly

COMMENT: Request draft of the deed showing inclusion of easement to the new property

Motion to recommend approval with the noted deficiencies and comment was made by Cooper and seconded by Miller. Motion carried.

Cooper noted that we had residents in attendance and wanted to have them speak before moving on to the next agenda item. Nancy and Monte Nicholas asked what they can do to be able to use their cabin on their Wolcott Hollow Road property as a daily rental unit. (The Zoning Office had previously issued a cease and desist notice to stop the use of the prefabricated shed as a rental on AirBnb/VRBO/etc. as the permit was issued for a shed/occasional sleeping unit for family.) Reid explained that the Planning Commission was not the correct Board to address the issue; they would need to seek a variance through the

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Zoning Hearing Board. The process was explained. Discussion was held about the subdivision process and upgrading the cabin to meet building codes as a possibility as well. Options were briefly discussed about using their stable as a wedding venue, and Nancy stated that she doesn't need to use the stable as a wedding venue; she is more concerned with the renting of the cabin.

GreenKey Solar Development update:

It was noted that GreenKey has made some very minor adjustments to their site plan, but they will not be coming back before the Planning Commission.

Zoning/SALDO updates:

Discussion was held about assignments of the tables and charts.

2026 Meeting Dates:

Motion to set the 2026 meeting dates/times as 1/12/26; 2/2/26; 3/2/26; 4/13/26; 5/4/26; 6/8/26; 7/6/26; 8/3/26; 9/14/26; 10/5/26; 11/9/26; 12/7/26 at 6:30PM was made by Carling and seconded by Miller. Motion carried.

Minutes:

\*NOTE: The date on the agenda for the November minutes was listed incorrectly and, as such, the approval of those minutes cannot be acted on at this time. They will be on the January agenda for approval. A draft copy of those minutes is available for review at the township office.\*

Correspondence:

Correspondence was reviewed individually by the commission members and was noted on the agenda

Chairwoman Carling adjourned the meeting at 8:19PM as there was no other business before the commission.

Respectfully submitted,

Cynthia R. Parrish  
Secretary