



Pennsylvania
Office of Open Records

Standard Right-to-Know Law Request Form

Please read carefully. Complete this form and retain a copy of both pages; this copy may be required if an appeal is filed. You have 15 business days to appeal after a request is denied or deemed denied. More information about the RTKL is available at <https://www.openrecords.pa.gov>. In most cases, a completed RTKL request form is a public record.

SUBMITTED TO AGENCY NAME: _____ (Attn: AORO)

Date Request Submitted: 11/26/24 Submitted via: Email U.S. Mail Fax In Person

PERSON MAKING REQUEST:

Full Name: Michelle O'Brien

Company (if applicable): Zoning Inc

Please send response via: Email U.S. Mail

If you wish to obtain records that only exist in hard copy, or must be provided on an electronic storage device, you may be required to provide a mailing address to the agency. See Section 703.

Email: [REDACTED]

Mailing Address: PO Box 2056

City: Blanchard State: OK Zip: 73010 Telephone: [REDACTED]

How do you prefer to be contacted if the agency has questions? Telephone Email U.S. Mail

By checking this box, I affirm that my full name and contact information is true and correct, and that I am a legal resident of the United States. I understand that failure to check this box may result in the denial of my request and the dismissal of any appeal filed with the Office of Open Records.

RECORDS REQUESTED: *Provide as much detail as possible, including subject matter, time frame, and type of record sought. RTKL requests must seek records, not ask questions. Use additional pages if necessary.*

Please provide the following for the property located at 301 DuBois St, DuBois, PA: (007100700001802)

- *copy of all existing Certificates of Occupancy
- *notice/documentation of any record of open/unresolved zoning code violations
- *notice/documentation of any record of open/unresolved building code violations
- *notice/documentation of any record of open/unresolved fire code violations
- *notice/documentation of any record of health and safety code violations
- *copies of resolutions/ordinances (or minutes) or administrative approvals for use variances, use exceptions, special use/conditional use approvals

Form continues on page 2. Retain a copy of both pages.

RECORDS REQUESTED (continued):

DO YOU WANT COPIES? Yes, printed Yes, electronic No, in-person inspection

Records shall be provided in the medium requested if they exist in that medium; otherwise, they shall be provided in the medium in which they exist. See Section 701. Your request may require payment or prepayment of fees. View the Official RTKL Fee Schedule for more details.

I understand that my request may incur fees. Notify me before further processing if fees will be more than \$100 (or) \$25.00.

Do you want certified copies? Yes (*may be subject to additional costs*) No

ITEMS BELOW THIS LINE FOR AGENCY USE ONLY

Tracking: _____ Date Received: _____ Response Due (5 bus. days): _____

30-Day Ext.? Yes No (If Yes, Final Due Date: _____) Actual Response Date: _____

Request was: Granted Partially Granted & Denied Denied Cost to Requester: \$ _____

Appropriate third parties notified and given an opportunity to object to the release of requested records.

Retain a copy of both pages of this Form.



CITY OF DUBOIS, PENNSYLVANIA

PO BOX 408 16 W. SCRIBNER AVE. DUBOIS, PENNSYLVANIA 15801

TELEPHONE: 814-371-2000

FAX: 814-371-1290

December 3, 2024

Michelle O'Brien
Zoning, Inc.
PO Box 2056
Blanchard, OK 73010

RE: Right-To-Know Request on 301 DuBois Street, DuBois, PA 15801

Michelle,

Please see the attached information and below in red.

Please provide the following for the property located at 301 DuBois St., DuBois PA
(007100700001802):

*Current zoning district(s) C-H Commercial Highway

*Confirm that the use of the property for the sale of compressed natural gas is permitted by right in the applicable zoning district(s) or advise otherwise. C-H Zoning in The City allows for Motor Vehicle Filing Stations as a use permitted by right.

*Please confirm the use of the subject property for the sale of compressed natural gas is a legally conforming use or advise otherwise. Motor Vehicle Filing Stations are a Legal Conforming use in The C-H Zoning District.

*Are there any known nonconforming uses, structures or other development features? No

If you need any further information, please let me know.

Zachary Lawhead
City of DuBois
Code / Zoning Officer

City of DuBois

City of DuBois
Clearfield County

PA. UNIFORM CONSTRUCTION CODE CERTIFICATE OF OCCUPANCY / COMPLIANCE

The following building, structure or equipment has been inspected and found to be in compliance with the Pennsylvania Construction Code Law (1999, November 10, P.L. 491, No. 45) and the plans approved by City of DuBois Building Inspection Services under the permit number and date listed below:

Permit Number: 9-15DCB

Permit Holder: Robert H. Beatty / CNG Motor Fuels of Clearfield Co, Inc.

Address: 5349 Route 36 Coolsprings, Pa 15730

Building/Structure Name: O Ring CNG Fueling Station

Building/Structure Address: 301 DuBois Street, Dubois Pa 15801

Approved Use and Occupancy classification(s):
Fuel Island for CNG Station

Approved Construction Type(s):

Indicate if Building is provided with sprinkler system: No

This certificate of Occupancy authorizes the occupancy and use of the above named building or structure as long as it is maintained in accordance with the Pennsylvania Construction Code Act, its regulations and all plans and specifications approved by City of DuBois.

Plan approval date: 3-15-2015

Design Code Used: 2009 IBC

Special Conditions or Variances: None

Date of Final Inspection: 6-5-2015

Building Code Official- 

**Minutes of DuBois Planning Commission Meeting
January 6, 2015**

Roll Call

PRESENT: Chairwoman Moore, Commission-Member Volpe, Commission-Member Thomas
ABSENT: Commission-Member Bernardo, Commission-Member Micks
STAFF: City Engineer Nasuti, City Solicitor Cherry, Secretary Hoover, Codes Officer Lawhead, City Manager Supplizio, Council Member Walsh

***EXECUTIVE SESSION WAS CALLED BY CITY SOLICITOR CHERRY**

OLD BUSINESS

Approval of Minutes-December Meeting

It was moved by Commission-Member Thomas, seconded by Commission-Member Volpe that the Commission accept the minutes of the December 2014 meeting as presented contingent on one change specified by Commission-Member Bernardo.

VOTE

AYES: Chairwoman Moore, Commission-Member Thomas, Commission-Member Volpe

NAYS: None.

MOTION PASSED UNANIMOUSLY 3-0.

Kunisky Second Application for Modification

Michael Kovalcin, Esq. was present to answer any questions regarding this second application. It was moved by Commission-Member Thomas, seconded by Commission-Member Volpe that the Planning Commission recommend to Council that they accept the Kunisky Application for Modification as presented.

VOTE

AYES: Chairwoman Moore, Commission-Member Thomas, Commission-Member Volpe

NAYS: None.

MOTION PASSED UNANIMOUSLY 3-0.

NEW BUSINESS

Auto Zone Land Development Plans – Liberty Blvd, Old Pizza Hut

Final land development plans were presented by GAI for Auto Zone. The proposed plans comply with all zoning and ordinance requirements and have been approved by City Engineer, Chris Nasuti. They are in need of an application for modification for the southern side yard of the property because of PennDOT's requirement for traffic flow for that location. The developer will be buying this property. The PennDOT permits have not been granted yet. It was moved by Commission-Member Thomas, seconded by Commission-Member Volpe that the Planning Commission recommend to City Council that they approve GAI's request for modification and their final land development plans contingent on receipt of the PennDOT permits.

VOTE

AYES: Chairwoman Moore, Commission-Member Thomas, Commission-Member Volpe

NAYS: None.

MOTION PASSED UNANIMOUSLY 3-0.

CNG Fueling Facility Land Development Plans – 301 DuBois Street

Michael Meyer of Remington and Vernick Engineers presented the land development plans for the current Penn Pride location at 301 DuBois Street. Robert Beatty is working with the current landowners to install a CNG facility. They will be adding two propane and natural gas pumps and canopy. And, in the process, give a facelift to the property. The estimated time of completion is May 2015. They have received a Community Development Grant of \$800,000 to fund the project and the Dept of Labor and Industry will inspect the fuel facilities and grant the permits. The proposed plans comply with all zoning and ordinance requirements and have been approved by City Engineer, Chris Nasuti. DuBois is a strategic location for their project in light of the business and personal interest in alternative fueling in this area.

It was moved by Commission Member Volpe, seconded by Commission-Member Thomas to recommend to Council that they approve the land development plans for the CNG Fueling Facility.

VOTE

AYES: Chairwoman Moore, Commission-Member Thomas, Commission-Member Volpe

NAYS: None.

MOTION PASSED UNANIMOUSLY 3-0.

Gary McGee Property – South Main Street

Prior to the meeting, the property owner, Gary McGee, discussed the situation with Codes Officer Lawhead and requested that his tenant be in attendance at this meeting. They had a death in the family and did not attend. Brief discussion was had and general conclusion was that the deck needs to be torn down.

REORGANIZATION

Elect Chairperson for 2015

It was moved by Commission-Member Volpe, seconded by Commission-Member Thomas, that Nancy Moore be re-elected to Chairwoman for 2015.

VOTE

AYES: Chairwoman Moore, Commission-Member Thomas, Commission-Member Volpe

NAYS: None.

MOTION PASSED UNANIMOUSLY 3-0.

Adjourn

It was moved by Commission-Member Thomas and seconded by Commission-Member Volpe that the Planning Commission adjourn.

VOTE

AYES: Chairwoman Moore, Commission-Member Thomas, Commission-Member Volpe

NAYS: None.

MOTION PASSED UNANIMOUSLY 3-0.

City Council Meeting – January 12, 2015

City Council Chambers, City Building, 16 West Scribner Avenue, DuBois, Pennsylvania on Monday, January 12, 2015 @ 7 p.m.; Council convened at their regular City Council Meeting with Mayor Gilbert in the Chair. Other Council Members present were: Diane Bernardo, James Aughenbaugh, Randy Schmidt, and Edward Walsh. City Controller, Lisa LaBrasca was absent. Also present were: City Manager, John "Herm" Suplizio; Assistant City Solicitor, Paula Cherry; City Engineer, Chris Nasuti; Redevelopment Authority Director/Second Assistant Fire Chief, Joe Mitchell; Police Chief, Ron LaRotonda; Past Fire Chief, Lou Emerick; Fire Chief, Bill Boyle; First Assistant Fire Chief, Ben Blakley; and City Secretary, Bobbie Shaffer.

The meeting was called to order at 7 p.m. and the Pledge of Allegiance was led by Mayor Gilbert.

Approval of Minutes

The motion was made by Walsh and seconded by Aughenbaugh that Council approve the Public Hearing - 2015 Budget Minutes of December 22, 2014; the City Council Meeting Minutes of December 22, 2014; the Reorganizational Meeting Minutes of January 5, 2015; and the Work Session Minutes of January 8, 2015 as presented by the City Secretary. Roll call vote was as follows: Schmidt, yea; Walsh, yea; Bernardo, yea; Aughenbaugh, yea; Gilbert, yea. Motion passed 5-0.

Approval of Invoices

The motion was made by Aughenbaugh and seconded by Walsh that Council approve the Condensed Voucher Abstract in the amount of \$277,622.29 as presented by the Finance Officer. Roll call vote was as follows: Schmidt, yea; Walsh, yea; Bernardo, yea; Aughenbaugh, yea; Gilbert, yea. Motion passed 5-0.

Public Comments

Darlene Marshall - Highland Street Extension - Disposal Injection Well
Thank you to Council, Fire Department, Police Department and all City Employees for all you do. Just an update on the disposal injection well permit; EPA wants a two week extension due to the many petitions. As far as the Penfield permit, they have had their meeting and found that some info was missing.

Final Fire Department Report for 2014 - Fire Chief Lou Emerick

Thank you to the Manager, Mayor, Council, Public Works Superintendent and all the staff here for all their help. Former Fire Chief Emerick then proceeded to read the 2014 Fire Report in its entirety. The motion was made by Schmidt and seconded by Walsh that Council approve the DuBois Volunteer Fire Department 2014 Fire Report as presented by Fire Chief Emerick. Roll call vote was as follows: Schmidt, yea; Walsh, yea; Bernardo, yea; Aughenbaugh, yea; Gilbert, yea. Motion passed 5-0.

East Scribner Avenue Parking

After much discussion and with much reluctance the motion was made by Walsh and seconded by Aughenbaugh that Council approve the elimination of four parking spots on left side of East Scribner Avenue between Rose Alley and Stockdale Street for the safety of our residents and move the handicapped parking space to the right side of the street. Roll call vote was as follows: Schmidt, yea; Walsh, yea; Bernardo, nay; Aughenbaugh, yea; Gilbert, yea. Motion passed 4-1.

Second Reading and Final Reading of Council Bill No. 1902

An Ordinance of the City of DuBois, Clearfield County, Pennsylvania, providing for the amendment of the Non-Uniformed Pension Plan for Employees hired on or after January 1, 2013 was presented for second and final reading. The motion was made by Schmidt and seconded by Walsh that Council approve the second and final reading of Council Bill No. 1902 and it become Ordinance No. 1804 in the Code of Ordinance of the City of DuBois. Roll call vote was as follows: Schmidt, yea; Walsh, yea; Bernardo, yea; Aughenbaugh, yea; Gilbert, yea. Motion passed 5-0.

City Council Meeting – January 12, 2015 (Cont'd.)

Recommendations from the Planning Commission to:

- a. **Approve Auto Zone Land Development Plans - (Liberty Blvd - Old Pizza Hut) contingent on receipt of Penn DOT permits.**

The motion was made by Bernardo and seconded by Aughenbaugh that Council accept the recommendation of the Planning Commission to approve the Land Development plans for Auto Zone located on Liberty Boulevard at the Old Pizza Hut Building contingent on receipt of Penn DOT permits. Roll call vote was as follows: Schmidt, yea; Walsh, yea; Bernardo, yea; Aughenbaugh, yea; Gilbert, yea. Motion passed 5-0.

- b. **Accept the Kunisky Second Application for Modification**

The motion was made by Schmidt and seconded by Walsh that Council accept the recommendation of the Planning Commission to accept the Kunisky Second Application for Modification as presented. Roll call vote was as follows: Schmidt, yea; Walsh, yea; Bernardo, yea; Aughenbaugh, yea; Gilbert, yea. Motion passed 5-0.

- c. **Approve the CNG Fueling Facility Land Development Plan - (301 DuBois Street)**

The motion was made by Walsh and seconded by Schmidt that Council accept the recommendation of the Planning Commission to approve the CNG Fueling Facility Land Development Plan located at 301 DuBois Street as presented. Roll call vote was as follows: Schmidt, yea; Walsh, yea; Bernardo, yea; Aughenbaugh, yea; Gilbert, yea. Motion passed 5-0.

Recommendation from Rebecca McTavish, Director of DuBois Public Library, to appoint Wende Hoover of 721 Chestnut Ave. and Molly Kelsey of 517 Rumbarger Avenue to the Board for a three year term ending January 1, 2018; replacing LaMarr Adamson and Sue Bauer whose terms are up.

The motion was made by Bernardo and seconded by Schmidt that Council accept the recommendation of Rebecca McTavish and appoint Wende Hoover of Chestnut Avenue and Molly Kelsey of Rumbarger Avenue to the DuBois Public Library Board of Trustees for a three year term ending January 1, 2018. Roll call vote was as follows: Schmidt, yea; Walsh, yea; Bernardo, yea; Aughenbaugh, yea; Gilbert, yea. Motion passed 5-0.

Recommendation from Kristen Vida, Director of DuFast, to appoint Charles "Chuck" Allen (8C Amanda Court) to the Board for a five year term ending the 3rd Monday of January 2020; replacing Carol Lavelle whose term is up.

The motion was made by Aughenbaugh and seconded by Schmidt that Council accept the recommendation from Kristen Vida to appoint Charles "Chuck" Allen of Amanda Court to the DuFAST Board of Directors for a five year term ending the 3rd Monday of January 2020. Roll call vote was as follows: Schmidt, yea; Walsh, yea; Bernardo, yea; Aughenbaugh, yea; Gilbert, yea. Motion passed 5-0.

Authorization to hire Gannett Fleming as the engineer for the Downtown Connector Streetscape Project

The motion was made by Schmidt and seconded by Aughenbaugh that Council authorize the hiring of Gannett Fleming for the engineer of the Downtown Connector Streetscape Project. Roll call vote was as follows: Schmidt, yea; Walsh, yea; Bernardo, yea; Aughenbaugh, yea; Gilbert, yea. Motion passed 5-0.

Request of use of Edward V. Cherry Amphitheater on Saturday, May 30th for DuBois Little League Movie Night in the Park

The motion was made by Aughenbaugh and seconded by Walsh that Council approve the request from Darren Bryan of the DuBois Little League for use of the Edward V. Cherry Amphitheater on

City Council Meeting - January 12, 2015 (Cont'd.)

First Reading of Council Bill No. 1903 - Pretreatment Ordinance (Cont'd.)

motion was made by Aughenbaugh and seconded by Schmidt that Council approve the first reading of Council Bill No. 1903 titled the Industrial Sewer Use Ordinance as presented. Roll call vote was as follows: Schmidt, yea; Walsh, yea; Bernardo, yea; Aughenbaugh, yea; Gilbert, yea. Motion passed 5-0.

City Engineer, Chris Nasuti told Council about a nice pre-bid meeting that was held earlier that day concerning the construction of the Police garage. He also went on to update Council on the Wells Project; he stated that they would be performing a Pump test on Thursday between the wells and the plant.

Redevelopment Authority Director, Joe Mitchell stated that the Dollar General Building has been demolished and the total project should be done today or tomorrow.

Councilman Bernardo thanked Lou Emerick for his years of service as Fire Chief; demanding position.

Councilman Aughenbaugh thanked Lou Emerick for all six years; stating it makes a big demand on you and he is to be commended for the job he did. Welcomed Joe Mitchell as Second Assistant Fire Chief.

Councilman Walsh congratulated all of the Fire Chiefs.

Councilman Schmidt stated he was impressed with the work at the Dollar General demolish site. He stated John Rossi asked when something was going to happen with the building; Councilman Schmidt informed him that the asbestos was removed without him even being aware. Good job. Ditto to the Fire Chiefs.

Former Fire Chief - Lou Emerick Introduced the new Chiefs:

Fire Chief - Bill Boyle
1st Assistant Chief - Ben Blakley
2nd Assistant Chief - Joe Mitchell
President - Bubs Suplizio

Mayor Gilbert congratulated the Chiefs and told them what a good job they did on the fire downtown last Monday.

Adjourn

There being no further business to transact; the motion was made by Walsh and seconded by Schmidt that Council adjourn.

ATTEST: _____ APPROVED: _____

Violation Id: V1-00494
Block/Lot/Qual: 00700.0018 02.
Owner Address: PO BOX 669, PHILLIPSBURG PA 16866

Property Loc: 301 DUBOIS STREET

Owner Name: J MITCHELL HOLDINGS LLC

Owner Phone:
Owner Email:

General:

Violation Date: Status: Date:
Complaint Name: Status Date:
Tenant Name: Status Date:
06/24/21 Completed 08/06/21

Use Type: User Code: Cust Id: Customer Name:
Complaint Phone: Complaint Email:
Tenant Phone: Tenant Email:
Tenant Other:

Description:

No visible address number

Conditions:

Need to have a visible address number on building

Ordinances:

Ordinance Id	Description	Compliance Deadline
304.3	304.3 Premises identification. Buildings shall have approved address numbers placed in a position to be plainly legible and visible from the street or road fronting the property. These numbers shall contrast with their background. Address numbers shall be Arabic numerals. Numbers shall be a minimum of 6 inches in height.	07/12/21

Violation Id	810ck/Lot/Qual	Property Loc	Owner Name	Owner Phone
Owner Address			Owner Email	
V4-00136	00700.0018 02.	301 DUBOIS STREET	J MITCHELL HOLDINGS LLC	
PO BOX 669, PHILIPSBURG PA 16866				
General:				
Violation Date	Status	Status Date	Use Type	User Code
Complaint Name			Complaint Phone	Cust Id
Tenant Name			Tenant Phone	Customer Name
05/31/24	Completed	05/31/24		Complaint Email
				Tenant Email
				Tenant Other
Description:				
Compressor at CNG station is making an noise causing a problem for the neighbors.				
Conditions:				
Ordinances:				
Ordinance Id	Description	Property Maintenance Code	Compliance Deadline	
1645	International		05/31/24	
Notes:				
Created	Modified	NOTE		
05/31/24	05/31/24	Contacted the owner of CNG, Bob Beaty, 814-590-4498. He shut down the compressor and had someone come take a look at it. The exhaust broke on it they will have it fixed.		
