

**Coolbaugh Township Planning Commission  
Reorganizational/Business Meeting  
January 11, 2010 - Page 1**

The Coolbaugh Township Planning Commission Re-Organizational/Business Meeting of January 11, 2010 was held in the Township Municipal Center, in Building #3, at 5550 Memorial Boulevard, Tobyhanna, Pennsylvania.

**Call To Order**

Mr. Horne called the meeting to order at approximately 6:30 p.m. and led those in attendance in the recitation of the Pledge of Allegiance to the Flag.

Members present included: Mr. Wayne Horne, Ms. Alma I. Ruiz-Smith, Mr. Ronald Kluge, Mr. Bernard Kozen and Mr. Andrew Sterner. Also present were PC Solicitor Clark Connor, PC Engineer Russ Kresge and PC Recording Secretary Jeri Inness.

**Organization of the Planning Commission**

**Appointment of Chairman**

***Motion: Mr. Sterner moved to appoint Wayne Horne as Chairman. Seconded by Mr. Kluge. Discussion - none. The motion carried 4-0-1 (Mr. Horne abstained).***

**Appointment of Vice-Chairman**

***Motion: Mr. Sterner moved to appoint Alma Ruiz-Smith as Vice Chairman. Seconded by Mr. Horne. Discussion - none. The motion passed 4-0-1 (Ms. Ruiz-Smith abstained).***

**Appointment of Secretary**

***Motion: Mr. Horne moved to appoint Andy Sterner as Secretary. Seconded by Mr. Kluge. Discussion - none. The motion carried 4-0-1 (Mr. Sterner abstained).***

**Selection of Meeting Date for Calendar Year 2010**

***Motion: Mr. Sterner moved to keep the Planning Commission meeting date and time the same, on the second Monday of each month at 6:30 p.m. Seconded by Mr. Kozen. Discussion - none. The motion carried 5-0.***

**Approval of Meeting Minutes**

**November 9, 2009**

***Motion: Mr. Sterner made a motion to approve the November 9, 2009 Meeting Minutes and dispense with the reading. Seconded by Mr. Kluge. Discussion - none. The motion carried 4-0-1 (Ms. Ruiz-Smith abstained, as she was not present at the meeting).***

**December 14, 2009**

***Motion: Mr. Kluge moved to approve the December 14, 2009 Meeting Minutes and dispense with the reading. Seconded by Mr. Kozen. Discussion - none. The motion passed 3-0-2 (Mr. Horne and Mr. Sterner abstained, as they were not present at the meeting).***

**Arcadia North Business Park, North Phase, Section 1, Lot 1 - Subdivision and Land Development Plan**

No one was present on behalf of the plan referenced above. Mr. Horne confirmed that the Board of Supervisors granted an extension on the project until March 16, 2010.

***Motion: Mr. Kluge moved to table discussion of the Arcadia North Business Park, North Phase, Section 1, Lot 1 - Subdivision and Land Development Plan. Seconded by Mr. Kozen. Discussion - none. The motion passed 5-0.***

**Preliminary Land Development Plan - Square One Markets, Inc.**

No one was present on behalf of the plan referenced above. Mr. Horne confirmed that the Board of Supervisors granted an extension on the project until March 16, 2010.

***Motion : Mr. Kluge moved to table discussion of the Preliminary Land Development Plan - Square One Markets, Inc. Seconded by Ms. Ruiz-Smith. Discussion - none. The motion carried 5-0.***

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**The Cross, Inc. - Land Development Plan**

No one was present on behalf of the plan referenced above. Mr. Horne confirmed that the Board of Supervisors granted an extension on the project until March 16, 2010.

***Motion: Mr. Kozen moved to table discussion of The Cross, Inc. - Land Development Plan. Seconded by Mr. Sterner. Discussion - none. The motion passed 5-0.***

**CVS Pharmacy - Preliminary/Final Land Development Plan**

No one was present on behalf of the plan referenced above. Mr. Horne summarized a letter dated January 5, 2010 from Erich Schock of Fitzpatrick, Lentz & Bubba requesting a recommendation to the Board of Supervisors for an extension on the CVS Pharmacy plan until May 6, 2010, as the applicant waives the benefit of deemed decision through that date.

***Motion: Mr. Kozen moved to recommend to the Board of Supervisors that they grant an extension on the CVS Pharmacy Preliminary/Final Land Development Plan until May 6, 2010, as the applicant waives the benefit of deemed decision through that date. Seconded by Mr. Kluge. Discussion - none. The motion carried 5-0.***

***Motion: Mr. Kluge moved to table discussion of the CVS Pharmacy - Preliminary/Final Land Development Plan. Seconded by Ms. Ruiz-Smith. Discussion - none. The motion passed 5-0.***

Solicitor Connor commented that the applicant appeared before the Zoning Hearing Board for a zoning issue involving the size of the proposed building and the acreage requirement in the ordinance. The ZHB ruled in favor of the applicant who will now be able to move forward.

**Rysz/Fennell Minor Subdivision Plan**

Brian Courtright, PLS was present on behalf of the plan referenced above.

Mr. Courtright explained that the plan is for the adjustment of a common lot line by the conveyance of a 30' wide strip from the Fennell property to the adjacent Rysz property.

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Discussion followed regarding comments in a letter dated December 31, 2009 from Township Engineer Russ Kresge, in which it was pointed out that the Rysz property is currently nonconforming with respect to area, width and side yard setback along the Rysz/Fennell lot line, and adding the 30' strip will bring the side yard setback into conformance and reduce the area and width non-conformities. Further discussion ensued regarding the location of the well on the Fennell property, plan details, etc.

***Motion:*** *Mr. Sterner made a motion to recommend to the Board of Supervisors that they approve the Rysz/Fennell Minor Subdivision Plan. Seconded by Mr. Kozen. Discussion - none. The motion passed 5-0.*

**Official Acceptance - Arcadia North Business Park - Plans for Redesign of Industrial Park Drive North Cul-de-Sac**

No one was present on behalf of the plan referenced above. Mr. Horne summarized a letter dated January 8, 2010 from August Antol, EIT of Liberty Engineering asking that this plan be tabled at tonight's meeting. A brief discussion followed about tabling a plan that had not been accepted for review.

***Motion:*** *Mr. Kozen moved to officially accept the Arcadia North Business Park - Plans for Redesign of Industrial Park Drive North Cul-de-Sac for review. Seconded for purposes of discussion by Ms. Ruiz-Smith. Discussion followed in which Solicitor Connor pointed out comments in a letter dated January 6, 2010 from Township Engineer Russ Kresge noting that the plan requires other parties to sign off on it; details that are needed are not included; there is a problem with lot lines not being shown on the plan, etc. It was the consensus of the Planning Commission members, Solicitor Connor and Mr. Kresge that this plan must undergo revisions before it can be considered acceptable. Mr. Kozen withdrew the motion and Ms. Ruiz-Smith withdrew her second and no action was taken.*

Solicitor Connor stated that the applicant will get the necessary information, either by letter, phone call and/or a meeting, regarding submitting a plan that can be accepted.

**Consistency of Zoning Ordinance, SALDO and Regional Comprehensive Plan**

Solicitor Connor confirmed that no further information was received regarding this matter, as the committee is still working on definitions.

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**Public Input** - none.

**Ms. Ruiz-Smith** - brought up the subject of land development projects that fall into more than one municipality and the need for better communication between them as the plans evolve. Discussion followed about potential projects in Coolbaugh and Tobyhanna Township and that Tobyhanna is in favor of our municipalities working together to stay on the same page. Solicitor Connor said that although this suggestion is long range, it might be something to put in a common ordinance. He also noted that he is the PC Solicitor for Mt. Pocono Borough and could help provide a line of communication on joint projects and arrange something more detailed once there is a specific project.

**Adjournment**

***Motion: With no further business before the Commission, Mr. Horne made a motion to adjourn the meeting. Seconded by Mr. Sterner. Discussion - none. The motion carried 5-0.***

The Meeting adjourned at approximately 7:00 p.m.

Respectfully submitted,

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Jerilyn Inness  
Administrative Assistant

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Wayne C. Horne  
PC Chairman