

**COOLBAUGH TOWNSHIP PLANNING COMMISSION
REGULAR MEETING
MONDAY, JANUARY 12, 2015
MINUTES**

The meeting was called to order by Planning Commission Chairman Bernard Kozen at 6:30pm in the meeting room of the Coolbaugh Township Municipal Center, 5520 Municipal Drive, Tobyhanna, PA.

Mr. Kozen led those present in the Pledge of Allegiance.

Board Members present:

Bernard Kozen, Alma I. Riuz-Smith, Ronald Kluge, and Dennis Noonan.

Board Members absent:

Kevin Ambrogio

Staff present:

Solicitor H. Clark Connor, Engineer Russ Kresge and Acting Recording Secretary Robert M. Zito.

Staff absent:

None

At this point Mr. Kozen turned the meeting over to Mr. Connor so that officers for 2015 could be chosen.

1. **Organization of the Planning Commission**

Mr. Connor stated that in lieu of individual nominations if the officers for 2014 were willing to serve in the same posts for 2015, and if it was the will of the members to have them return, that a single motion re-appointing the officers to the same posts in 2015 could be offered.

Hearing that, the following motion was offered:

Ms. Riuz-Smith made a motion, seconded by Mr. Kluge to re-appoint Mr. Kozen as Chairman, Ms. Ruiz-Smith as Vice-Chairman and Mr. Kluge as Secretary for 2015.

- **Discussion: None.**
- **Vote: All in Favor. Motion Passed.**

2. **Selection of Meeting Dates for Calendar Year 2014**

The Commission had before them a listing of proposed meeting dates for calendar year 2015. Keeping the PC meeting date as the second Monday of each month, the proposed schedule presented was as follows:

2/9, 3/9, 4/13, 5/11, 6/8, 7/13, 8/10, 9/14, 10/12, 11/9 and 12/14.

Mr. Kozen made a motion, seconded by Mr. Kluge to schedule 2015 Planning Commission Meetings for the second Monday of each month beginning at 6:30pm.

- **Discussion: None**
- **Vote: All in Favor. Motion Passed.**

3. **Approval of October 13, 2014 Regular Meeting Minutes**

The minutes of October 13, 2014 were reviewed and considered for approval.

Mr. Kluge made a motion, seconded by Ms. Ruiz-Smith to approve the minutes of October 13, 2014 as presented.

- **Discussion: None.**
- **Vote: All in Favor. Motion Passed.**

4. **Extension Request - Pocono Mountains Office Commons – Phase 1 Final Land Development Plan – Arcadia Properties.**

A letter from VP Shawn Langan, Arcadia Properties, requesting an extension through April 30, 2015 was presented.

Mr. Kluge made a motion to recommend to the Board of Supervisors that an extension be granted through April 30, 2015.

Prior to the motion being seconded Mr. Connor suggested that due to the lack of a scheduled Board of Supervisors meeting for the latter part of April it would be wise to run the extension to the first scheduled Board of Supervisors meeting for May (May 5th).

Mr. Kluge amended his motion, which was seconded by Ms. Ruiz-Smith to recommend to the Board of Supervisors that an extension be granted - Pocono Mountains Office Commons – Phase 1 Final Land Development Plan – Arcadia Properties, through May 5, 2015.

- **Discussion: None.**
- **Vote: All in Favor. Motion Passed.**

Mr. Connor said that as this project is quite old (over 3 ½ years) and that during that time ordinances have changed (SALDO, etc.) that a clarification of Arcadia's expectations should be sought. A discussion took place.

It was agreed that Mr. Connor would draft a letter to Arcadia Properties asking their intentions for the project. The letter would be distributed to the PC members for approval and if all were in agreement the letter would be sent to Arcadia.

5. **Ray Price Mount Pocono Ford Land Development Plan – Center Rock Realty Company.**

As the Board of Supervisors has already approved an extension of this project through February 28, 2015, no action was needed at this time.

Mr. Kluge made a motion, seconded by Mr. Noonan to table this matter.

- **Discussion: None.**
- **Vote: All in Favor. Motion Passed.**

6. **Public Input**

There was no public comment heard at this time.

Comments from those present were as follows:

- Mr. Connor briefly discussed the H. John Davis property (former concrete batch plant).
- Ms. Ruiz-Smith questioned the status of the abandoned garage on the corner of State Route 196 and Green Road.
- Ms. Ruiz-Smith asked if the Supervisors had requested a fence to be erected by UGI to stop vehicles from illegally crossing their property near Lexington Avenue.
- Mr. Noonan discussed Monadnock Non-Woven's request to put a small addition (approximately 4,000 sf) on to their building.
- Mr. Connor asked who would be the administrator of receiving plans on behalf of the Township. It was assumed that Mr. Doug Hein, Business Manager, would take on that role.
- Mr. Noonan updated those present on the construction project for Waste Not Technologies.

- Mr. Kluge asked how roads changed during the E-911 process would be updated to GPS and mapping systems.

7. **Adjournment**

There being no further business, a motion was made by Ms. Ruiz-Smith, seconded by Mr. Noonan, to adjourn the meeting. All in favor. Motion passed. Meeting adjourned at 7:07PM.

NEXT REGULAR COMMISSION MEETING: February 9, 2015

**Submitted by: _____
Ronald Kluge, Planning Commission Secretary**

**Compiled by: _____
Robert M. Zito, Acting Recording Secretary**

**Witnessed by: _____
Bernard Kozen, Planning Commission Chairman**

Date: _____