

**Coolbaugh Township
Planning Commission Minutes
July 14, 2008 - Page 1**

The Coolbaugh Township Planning Commission Meeting of July 14, 2008 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 and Mr. Andrew Sterner. Mr. Ronald Kluge and Mr. Bernard Kozen were absent. Also present were PC Solicitor H. Clark Connor, PC Engineer Russ Kresge and Jeri Inness, Recording Secretary.

Approval of June 9, 2008 Meeting Minutes

***Motion:** Mr. Sterner moved to approve the June 9, 2008 Meeting Minutes as presented and dispense with the reading. Seconded by Ms. Ruiz-Smith. Discussion - none. The motion carried 3-0.*

Stormwater Management Plan - Pocono Mountains Municipal Airport - Extend and Widen Runway 13-31 project

Joe Kellicutt of McFarland Johnson was present on behalf of the project referenced above.

Mr. Kellicutt said he was in verbal communication with Hanover Engineering regarding their review, which was not ready in time for this meeting, noting that they discussed two outstanding comments. Mr. Kellicutt said all other issues are resolved per Hanover and remaining items must be settled with the Board of Supervisors. He confirmed that a revised plan was sent to the Township.

He went on to explain that the two outstanding comments will be coming in the review from Hanover Engineering and concern easements and rights-of-way and communication between the applicant and the FAA about the proximity of the proposed infiltration basins to the runway. Mr. Kellicutt said these items can and will be addressed, so he was seeking a recommendation for conditional approval tonight. Discussion followed. It was determined that FAA Form 7460 could address the outstanding FAA item.

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Motion: Ms. Ruiz-Smith moved to recommend to the Board of Supervisors that they approve the Stormwater Management Plan - Pocono Mountains Municipal Airport - Extend and Widen Runway 13-31 project, with the condition that comments #12, #13, #19, #22 and #30 (receipt of completed FAA Form 7460) in a Hanover Engineering review dated June 5, 2008 are satisfactorily addressed. Seconded by Mr. Sterner. Discussion - Mr. Kellicutt said they should be able to address the comments in time to go before the Board of Supervisors at their August 5, 2008 meeting, coming in before the August 8, 2008 end date for review. If needed, he had a letter requesting an extension, which the Recording Secretary confirmed can be approved by the Board without a recommendation from the PC. Therefore, no action was taken by the PC on a request for an extension. The motion was called and carried 3-0.

Coolbaugh Realty Partners, LP - Land Development Plan

Tim Townes of J. Loew Associates, Inc. was present on behalf of the above referenced plan. He said comments in a review from Hanover Engineering dated July 10, 2008 and from Township Engineer Russ Kresge dated July 7, 2008 mainly concern other agency permits and minor issues. He said additional work is needed regarding a site investigation for wetlands, and a civil engineer and an environmental consultant will be provided to address this comment in Mr. Kresge's letter.

Discussion followed about buffering and setbacks on infiltration areas, fire hydrants are unlikely, so there will be a sprinkler system in the buildings fed from tanked water, the need for a waiver of Appendix E, §2.3.A.6 to comply with DEP regulations, etc. Solicitor Connor said the applicant should send the request for a waiver in writing. A typographical error was noted in the Hanover Engineering review, and the Recording Secretary was directed to request a correction. Further discussion followed about the project coming back for a PC recommendation for approval at their August 11, 2008 meeting, prior to the Board meeting on August 19, 2008, necessitating a time extension until October 31, 2008, per a letter of request from the applicant dated July 2, 2008.

Motion: Mr. Horne moved to recommend to the Board of Supervisors that they grant an extension until October 31, 2008, per the request of Coolbaugh Realty Partners, LP - Land Development Plan, as the applicant waives the benefit of deemed decision through that date. Seconded by Mr. Sterner. Discussion - none. The motion passed 3-0.

Motion: Mr. Horne moved to recommend to the Board of Supervisors that they grant a waiver of Appendix E, §2.3.A.6 of the Township Code of Ordinances, Chapter 26, Part 2, Stormwater Management. Seconded by Ms. Ruiz-Smith. Discussion - none. The motion carried 3-0.

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Motion: Mr. Horne moved to table discussion of the Coolbaugh Realty Partners, LP - Land Development Plan. Seconded by Ms. Ruiz-Smith. Discussion - none. The motion passed 3-0.

Pocono Farms Fitness Center - Land Development Plan

Gary Cavill of Greenman-Pedersen, Inc. was present on behalf of the above referenced plan, filling in for Harry Andes.

He gave an overview of progress in revising their plan to comply with comments in a letter dated May 8, 2008 from Township Engineer Russ Kresge. Discussion followed about access issues, a fire and accessibility review letter from Guardian Inspection Services, MCCD comments in their review letter dated June 10, 2008, etc. Mr Cavill said the Sewage Facilities Planning Module has been submitted, and they are updating their landscaping plan, as well as working on responding to two comments from Hanover Engineering. He also noted that there was an on site meeting with the Township Road Master and Road Foreman about curbing, the depth of the swale, culvert piping under the driveway, etc. to help resolve some issues.

Township Engineer Russ Kresge asked about the gravel drive being acceptable with Guardian Inspection Services in their fire and accessibility review. Discussion followed. The PC members inquired whether the matter of use of the building had been settled, and Mr. Cavill said the issue will be resolved with a note on the plan saying the facility is for the use of owner members only.

Motion: Mr. Sterner moved to table discussion of the Pocono Farms Fitness Center - Land Development Plan. Seconded by Mr. Horne. Discussion - none. The motion carried 3-0.

Summerall Estates - Final Land Development Plan

Mr. Horne summarized a letter dated July 8, 2008 from Shawn K. Langen of Arcadia Properties, LLC, requesting an extension on the above referenced plan until October 15, 2008.

Motion: Mr. Sterner made a motion to recommend to the Board of Supervisors that they grant the request for an extension on the Summerall Estates Plan until October 15, 2008, as the applicant waives the benefit of deemed decision through that date. Seconded by Mr. Horne. Discussion - none. The motion passed 3-0.

Motion: Mr. Sterner moved to table discussion of the Summerall Estates Final Land Development Plan. Seconded by Mr. Horne. Discussion - none. The motion carried 3-0.

**Arcadia North Business Park, Lot 2 - Preliminary Land Development Plan
The Cross, Inc. - Land Development Plan**

August Antol of Liberty Engineering and Jim Preston, Esq., attorney for Higgins Warehouse Facility, were present on behalf of the plan referenced above. Mr. Antol reported they had not received a review from Hanover Engineering yet. Township Engineer Russ Kresge said he talked to Hanover and the review should be here tomorrow.

Mr. Antol went on to say they were looking for clarification of comments #18 and #27 in a letter dated July 11, 2008 from Mr. Kresge regarding access issues. Mr. Preston stated that the Higgins Land Development Plan should stand alone and not be brought into ongoing discussions regarding access issues existing between Arcadia Properties and the Township. Higgins bought the property from Arcadia with the understanding that they could proceed with their Land Development Plan. Mr. Preston commented that this does not exonerate Arcadia from their commitment to the access issues. He read a letter from Township Solicitor Jerry Hanna regarding the matter. Mr. Kresge pointed out there was another letter sent after that one.

Solicitor Connor asked if there were any other issues of concern. Discussion followed about the intersection angle of the southerly "car" driveway, design standard clarifications, a waiver request with the next submission, truck routes and the underlying road network. Mr. Preston and Mr. Connor agreed to work on the road issue.

Motion: Mr. Sterner moved to table discussion of the Arcadia North Business Park, Lot 2 - Preliminary Land Development Plan. Seconded by Ms. Ruiz-Smith. Discussion - none. The motion carried 3-0.

The Cross, Inc. - Land Development Plan

No one was present on behalf of the Land Development Plan referenced above. Mr. Horne summarized a letter dated July 11, 2008 from Dean Swink of BTT Associates, Inc. requesting a recommendation for a six (6) month extension until January 6, 2009 on the project, due to negotiations with PennDOT about a left hand turning lane.

Discussion followed, in which Solicitor Connor confirmed that he will draft a letter to applicants whose projects are not showing signs of movement. The draft will be circulated to the PC members via email for their review and comment.

A suggestion was made that the PC consider recommending an extension until September 16, 2008 instead of until January 6, 2009.

Motion: Mr. Horne moved to recommend to the Board of Supervisors that they only grant an extension until September 16, 2008 for The Cross, Inc. - Land Development Plan. Seconded by Mr. Sterner. Discussion - none. The motion passed 3-0.

Motion: Mr. Horne made a motion to table discussion of The Cross, Inc. - Land Development Plan. Seconded by Ms. Ruiz-Smith. Discussion - none. The motion carried 3-0.

Apache Summit, Pocono Farms, Section N - Final Minor Subdivision Plan

No one was present on behalf of the Final Minor Subdivision Plan referenced above. Mr. Horne summarized a letter dated July 11, 2008 from Dean Swink of BTT Associates, Inc. requesting that discussion of the plan be tabled at tonight's meeting.

Motion: Mr. Horne moved to table discussion of the Apache Summit, Pocono Farms, Section N - Final Minor Subdivision Plan. Seconded by Mr. Sterner. Discussion - none. The motion carried 3-0.

Official Acceptance - Minor Subdivision Plan - Lands of Pennsylvania-American Water Company

Ann Wingert of Niclaus Engineering was present on behalf of the plan referenced above. She asked to reverse the order of the two MS plans on the Agenda, discussing the Lands of Pocono Country Place POA first. No objections were heard.

Official Acceptance - Minor Subdivision Plan - Lands of Pocono Country Place POA, Inc.

Ann Wingert of Niclaus Engineering went on to explain that APCP and PAWC want to do a land swap with no construction involved. Township Engineer Russ Kresge commented that there was no problem with the concept, but there is a problem with minimum lot width, per the Township Zoning Officer's Memo dated July 10, 2008, and a variance will be needed. Discussion followed.

Motion: Mr. Horne moved to officially accept for review the Minor Subdivision Plan - Lands of Pocono Country Place POA, Inc. Seconded by Mr. Sterner. Discussion - none. The motion carried 3-0.

Motion: Mr. Horne moved to table discussion of the Minor Subdivision Plan - Lands of Pocono Country Place POA, Inc. Seconded by Mr. Sterner. Discussion - none. The motion passed 3-0.

Official Acceptance - Minor Subdivision Plan - Lands of Pennsylvania-American Water Company

Ms. Wingert briefly referred to the Lands of the PAWC Minor Subdivision for which no further discourse ensued, due to the previous discussion.

Motion: Mr. Horne made a motion to officially accept for review the Minor Subdivision Plan - Lands of Pennsylvania-American Water Company. Seconded by Ms. Ruiz-Smith. Discussion - none. The motion passed 3-0.

Motion: Mr. Horne moved to table discussion of the Minor Subdivision Plan - Lands of Pennsylvania-American Water Company. Seconded by Mr. Sterner. Discussion - none. The motion carried 3-0.

Sketch Plan - Proposed Warehouse - Lot 28 South, Pocono Mountain Corporate Center South

August Antol of Liberty Engineering was present on behalf of the Sketch Plan referenced above. Mr. Antol gave an overview of the proposed project for a warehouse and office building. Discussion followed about stormwater issues, driveways and circulation, location of the guardhouse for truck entry, a possible tenant for the site, sewage, etc. It was noted that the project is partially located in the Mount Pocono Borough, which can raise problems with differing ordinances. Solicitor Connor suggested that the Planning Commissions from municipalities involved in all such submissions should hold joint work sessions to iron issues that may differ.

Sketch Plan - Monadnock Non-Wovens, LLC

Ann Wingert of Niclaus Engineering was present on behalf of the Sketch Plan referenced above. She explained that the applicant wants to do an expansion on their existing site.

Discussion followed about a small wetland area, a connection between buildings, sign and flagpole relocation, stormwater discharge, turning movements of trucks and maneuvering space, etc. Per a Memo from the Township Zoning Officer dated July 10, 2008, the project needs a waiver of Chapter 9, §104.2.A.4, wetland buffer and wetland impact zone requirements. Township Engineer Russ Kresge said he thought a waiver of wetland impact zone requirements would suffice and the Request for Modification Draft should be revised for the official request. Solicitor Connor suggested that the applicant might be able to ask the Board of Supervisors for a waiver before doing their plans.

Motion: Mr. Sterner made a motion to recommend to the Board of Supervisors that they grant the applicant's request for a waiver (revised official request, per discussion) of Chapter 9, §104.2.A.4, wetland impact zone requirements. Seconded by Ms. Ruiz-Smith. Discussion - none. The motion passed 3-0.

Public Input - none.

Solicitor Connor brought up an FYI Memo to the PC from the Environmental Advisory Council (EAC) containing concerns about the proposed Summerall Estates plan. Discussion followed.

Adjournment

Motion: With no further business before the Commission, Ms. Ruiz-Smith made a motion to adjourn the meeting. Seconded by Mr. Sterner. Discussion - none. The motion carried 3-0.

The Meeting adjourned at approximately 8:45 p.m.

Respectfully submitted,

Jerilyn Inness
Administrative Assistant

Wayne C. Horne
PC Chairman