

**COOLBAUGH TOWNSHIP PLANNING COMMISSION
REORGANIZATIONAL/REGULAR MEETING
MONDAY, FEBRUARY 11, 2019
MINUTES**

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

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

Board Members present:

Bernard Cozen, Dennis Noonan, Ann Shincovich and Steve Baker

Board Members absent:

Kevin Ambrogio

Staff present:

Solicitor H. Clark Connor, Township Engineer Russ Kresge and Acting Recording Secretary, Erin Masker.

Staff absent:

None

1. Approval of January 14, 2019 Meeting Minutes

Mr. Noonan made a motion second by Mr. Baker to approve the minutes of the January 14, 2019 meeting as presented.

- **Discussion:** None
- **Vote:** All in favor, motion passes.

2. Selection of Meeting Date for November 2019

Mr. Cozen made a motion second by Ms. Shincovich to hold the November meeting on Tuesday, November 12, 2019 due to the Veterans Day Holiday.

- **Discussion:** None
- **Vote:** All in favor, motion passes.

3. Review of Minor Subdivision Plan- Americo Volpe

Mr. Baker made a motion second by Mr. Noonan to table the review of the minor subdivision plan of Americo Volpe.

- **Discussion:** None
- **Vote:** All in favor, motion passes.

4. Review Land Development Plan- Food Express Convenience Store/ Dunkin Donuts

Mr. Baker made a motion second by Mr. Noonan to table the review of the land development plan for Food Express Convenience/ Dunkin Donuts.

- **Discussion:** None
- **Vote:** All in favor, motion passes.

5. Request for Joint Planning Commission Meeting with Mount Pocono Borough from Schlouch Incorporated- Lot 28 Pocono Mountain Business Park

Discussion ensued about the request for a joint planning commission meeting with Mr. Kresge stating that he had a conversation with Mr. Longacre regarding a wetland buffer waiver in which Mr. Longacre asked if there would be supported by the commission with Mr. Kresge advising that he should submit a sketch plan to the Planning Commission for this meeting to discuss with the commission any concerns that he has and instead we were presented with this request. Mr. Noonan stated that this is the warehouse that is located on property in Mount Pocono and Coolbaugh and that he believes Mr. Longacre is trying to make this process as smooth as possible with all parties having the same information. Solicitor Connor stated that he has an issue with this as he is the solicitor for both Coolbaugh and Mount Pocono Planning Commissions stating that he

probably should not be representing both at the same meeting. Ms. Shincovich asked if the MCCD has been approached regarding the wetland issues being advised by Mr. Noonan that they have. Mr. Kozen stated that this request is a bit premature as we do not know what their intentions are as far as what meeting they will be attending stating that we would have to hold our regular scheduled meeting and then advertise if we are having a joint meeting which is an added expense to the Township as well as if they will compensate the commission for holding an additional meeting in a month to accommodate this developer. Although the commission is in favor of the joint meeting they would like to have correspondence sent to the Supervisors to see how they feel about this option and would like to have an email sent to the developer and Mount Pocono Borough that we are open to the idea based on the availability of the commission members and professionals. Discussion ensued about the taxing of the property. Ms. Masker will circulate an email to the commission for input before contacting the developer, noting that the Supervisors will be contacted prior to the developer.

6. Discussion on Mini Cell Tower Ordinance

Solicitor Connor stated that he and Carson are still working on the draft of the ordinance and will have it available at the next meeting, stating that Carson is working on ordinances for three other Townships at this time as well which may bring some good options for us.

7. Discussion on Ordinance §27-1107.1 Individual Business Identification Signs and Specific Parking Regulations

Solicitor Connor stated that he and Mr. Helfrich are working on the ordinances pertaining to parking and to signs stating that they are going to be coordinating that parking schedule so that it coincides with the permitted uses which will make it easier to determine what is required, but stated that the sign ordinance is not as easy to correct as every company has different sign regulations. He stated that they will continue working on this and will have something to present at the next meeting. Solicitor Connor stated that this change can be completed by resolution.

8. Public Input

Nothing was heard.

9. Adjournment

There being no further business, a motion was made by Mr. Baker second by Mr. Noonan to adjourn the meeting. All in favor, motion passed. Meeting adjourned at 6:58PM.

NEXT REGULAR COMMISSION MEETING: Monday, March 11, 2019.

Submitted by: _____
Steve Baker, Planning Commission Secretary

Compiled by: **Erin M. Masker, Acting Recording Secretary**

Witnessed by: _____
Bernard Kozen, Planning Commission Chairman

Date: _____

