

COOLBAUGH TOWNSHIP MUNICIPAL CENTER

5520 Municipal Drive , Tobyhanna, PA 18466
(570) 894-8490 • FAX (570) 894-8413

COOLBAUGH TOWNSHIP PLANNING COMMISSION REORGANIZATIONAL/REGULAR MEETING MONDAY, JANUARY 9, 2017 MINUTES

The meeting was called to order by Planning Commission Chairman Bernard Kozen at 6:31pm 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, Dennis Noonan, Alma I. Ruiz-Smith and Steve Baker

Board Members absent:

Kevin Ambrogio

Staff present:

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

Staff absent:

None

1. Organization of the Planning Commission

Solicitor Clark Connor opened the meeting up for the nomination for appointment of Chairman

Appointment of Chairman

Ms. Ruiz-Smith made a motion second by Mr. Baker to appoint Mr. Kozen as the Chairman.

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

Appointment of Vice Chairman

Mr. Baker made a motion second by Ms. Ruiz-Smith to appoint Mr. Noonan as the Vice-Chairman

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

Appointment of Secretary

Ms. Ruiz-Smith made a motion second by Mr. Noonan to appoint Mr. Baker as the Secretary

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

2. Selection of Meeting Dates for Calendar Year 2017

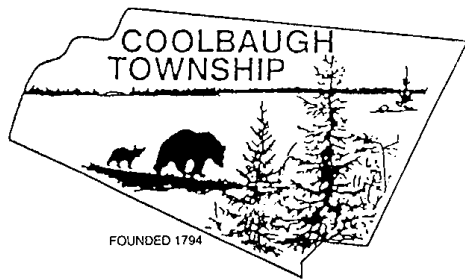
Mr. Kozen made a motion second by Mr. Baker to hold the Planning Commission meeting on the second Monday of the month for the 2017 year.

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

3. Approval of November 14, 2016 Meeting Minutes

Mr. Noonan made a motion second by Mr. Baker to approve the minutes of the November 14, 2016 meeting as presented.

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



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4. Acceptance of Sketch Plan Submitted for Pocono Mountain Municipal Airport for Review

Paul McNemar, RETTEW Civil and Stormwater Engineer, was present along with Adam Schweitzer (DELTA), Greg Christine (PMMA Board Member) and Jim Decker (PMMA Manager). Mr. McNemar stated that this is a sketch plan which shows the proposed hangars and storage structures which includes a plan for another hangar which is anticipated to be constructed in the next 5 years. They will be bringing a land development plan to present at the next meeting. Mr. McNemar stated that he will be requesting waivers due to the fact that this is a project that is governed under the FAA guidelines and therefore there will be some ordinances that they will not be able to meet including trees and lighting. Mr. McNemar stated that there will not be any water or sewer to the hangars, also stating that the proposed parking is under the same guidelines as warehousing as there is no specific ordinance for their proposed usage. Mr. McNemar stated that the PMMA has the opportunity for the State and FAA to fund 95% of this project. The Commission thanked Mr. McNemar and the representatives for the airport for attending and stated they look forward to seeing them at the next meeting.

5. Acceptance of Verizon Cell Tower Plan for Review

Mr. Baker made a motion second by Ms. Ruiz-Smith to accept the Verizon Wireless Cell Tower Land Development Plan for review.

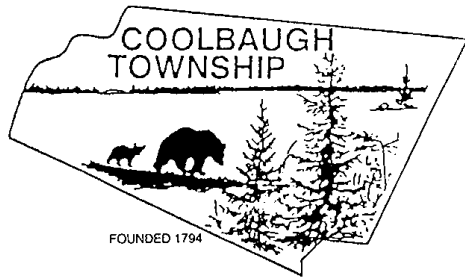
- **Discussion:** Mr. Kresge stated that the plan is very similar to the plan he reviewed previously for the Zoning Hearing Board when they applied for a special exception stating that there are no major issues with this plan. Mr. Kresge stated that there are waivers that are needed and are being requested as well as Item #2 needing to be addressed by Zoning Officer, Joseph Brady which is in regard to the minimum 1000' from an existing residence or any existing structure used for residential purposes.
- **Vote:** All in favor, motion passes.

(Mr. Connor stated that there is no need to table the plan as it has already been reviewed and there are no major issues)

Mr. Noonan made a motion second by Mr. Baker to recommend to the Board of Supervisors the approval of the requested waivers for the following:

- SALDO Section 22-619-Community Facilities and Recreation Fees for Verizon Wireless Cell Tower
- SALDO Section 22-407.2-Requiring a boundary survey of the property.
 - **Discussion:** None
 - **Vote:** All in favor, motion passes

Ms. Ruiz-Smith made a motion second by Mr. Baker to recommend to the Board of Supervisors granting a conditional approval for Verizon Wireless Cell Tower Land Development with the following conditions: That the requested waivers are granted, A PennDot Highway Occupancy Permit is required, Clarification from Zoning Officer on Item #2 in Township Engineer Russ Kresge's letter dated 12/29/2016, Wetland Delineation Report is required as well all addressing all other comments in Township Engineer Russ Kresge's letter dated 12/29/2016.



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

6. Acceptance of Jaroslaw Wojtach Plan for Review

A gentleman in attendance stated that they received Township Engineer Russ Kresge's letter of completeness stating that the owner is out of the country and will be signing the documents when he returns this evening. The gentleman also brought the check for the escrow account. Russ Kresge stated that the waiver was granted by the Board of Supervisors for the buffer around the wetlands stating that it would be ok to accept the plan for review with the condition that paperwork is signed and notarized.

Ms. Ruiz-Smith made a motion second by Mr. Baker to accept the plan for review.

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

Ms. Ruiz-Smith made a motion second by Mr. Baker to table the Jaroslaw Wojtach land development plan.

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

7. Public Input

Nothing was heard

8. Adjournment

There being no further business, a motion was made by Ms. Ruiz-Smith second by Mr. Ambrogio to adjourn the meeting. All in favor, motion passed. Meeting adjourned at 7:00PM.

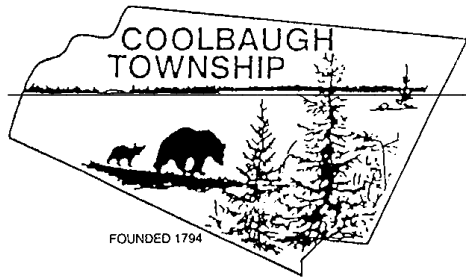
NEXT REGULAR COMMISSION MEETING: Monday, February 13, 2017.

Submitted by: _____
Steve Baker, Planning Commission Secretary

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

Witnessed by: _____
Bernard Kozen, Planning Commission Chairman

Date:



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