

COOLBAUGH TOWNSHIP MUNICIPAL CENTER

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

COOLBAUGH TOWNSHIP PLANNING COMMISSION RE-ORGANIZATIONAL / REGULAR MEETING MONDAY, MARCH 14, 2016 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, Kevin Ambrogio, Alma I. Ruiz-Smith and Dennis Noonan.

Board Members absent:

Ronald Kluge

Staff present:

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

Staff absent:

None

1. Approval of January 11, 2016 Minutes

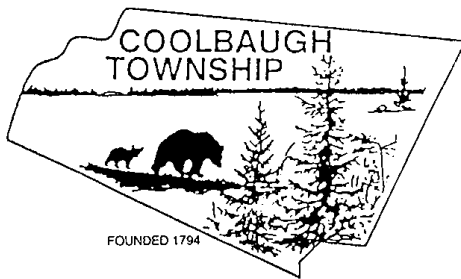
Ms. Ruiz-Smith made a motion seconded by Mr. Ambrogio to approve the minutes as presented.

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

2. Review of Dog Goods USA Land Development Plan

Surveyor Brian Courtright presented plans including revisions based on the Township Engineer's review dated February 22, 2016.

Review Item #4: §612.1.E, §612.2.A and §612.2.B.: It should be indicated if the site layout is existing or proposed. It appears that there is inadequate area for truck maneuvering. Mr. Courtright stated that the trucks are not using the loading docks, stating that they back up in the parking lot and items are unloaded on the ground by forklift or other means. Mr. Courtright stated that you can back in to the parking lot but not in one shot, stating that the pavement would have to be extended. Mr. Courtright stated that there is more parking there than what is needed at this time. Mr. Kresge stated that the plan should reflect the parking spots that are currently there, with Mr. Courtright stating they are lined as shown. Mr. Connor stated that the requirement is in SALDO and can be revised as long as you can show there is no need. Review Item #5 §616.: A site lighting plan is required. Mr. Courtright submitted a request for a waiver of the site lighting plan as the current lighting is only security lighting on the building not in the parking lot, stating that this is a dawn to dusk operation and will not be in use once the sun goes down. Mr. Kresge stated that he is concerned that if they add another shift it could become an issue, requesting that a note be added to the plan stating that there is no activity after dusk. If use changes or sell of retail, they will be required to come for permission to do so with a lighting plan. (Part of Zoning Permit for the building showing note dawn to dusk operation) Review Item #7 A PA One Call utilities



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Planning Commission March 14, 2016 Minutes Page 2 of 3

location is required: Mr. Courtright stated that he added it to the plan. Review Item #3, §607.16.C.2.: Portions of the existing driveways encroach onto the adjacent properties, Mr. Connor stated that there needs to be an indemnification agreement which would indemnify and hold the Township harmless should there be an issue in the future.

Mr. Kozen made a motion seconded by Ms. Ruiz-Smith to accept the request for a 60 day extension submitted by Brian Courtright, Surveyor on behalf of Dog Goods USA.

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

Mr. Kozen made a motion seconded by Mr. Ambrogio to forward on the Dog Goods USA Land Development Plan to the Board of Supervisors for review recommending approval of the request for a time extension until 4/05/16, recommending approval of the request for a waiver of the submission of a lighting plan, and indication of the waiver on the plan, and recommending approval of the land development plan, with the following conditions:

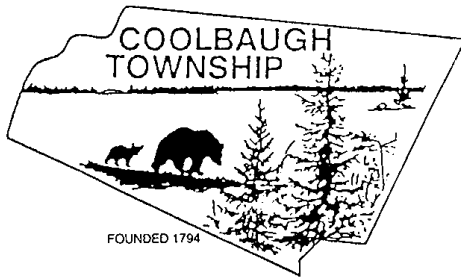
- That the comments set forth in the letter dated February 22, 2016 received from Township Engineer, Russell Kresge, outlined as Items #1-7 (attached) be addressed before the submission is approved.
- That a note be added to the plan that stating that there will be no activity after dusk.
- The submission of an indemnification agreement and a corresponding note on the plan, which would indemnify and hold the Township harmless of any future issues pertaining to the encroachment of the driveways on adjacent properties.
- Adjustment of the parking arrangement on the plan as discussed with the Planning Commission.
- Compliance with the Building Code.
 - **Discussion:** None
 - **Vote:** All in favor, motion passes.

3. Public Input

- Ms. Ruiz-Smith stated that there is a big problem in Pocono Summit Lake Estates with the berm and asphalt. There is an issue with the water crossing frequently , which Ms. Ruis-Smith stated is not currently an issue, but has been in the past. Currently there is an issue with brush overgrowth at 5th and Summit Ave., a hole in the road and the inlet. Ms. Ruiz-Smith stated that some of the cause can be from postal vehicles traveling on the side of the road.

4. Adjournment

There being no further business, a motion was made by Ms. Ruiz-Smith seconded by Mr. Ambrogio, to adjourn the meeting. All in favor, motion passed. Meeting adjourned at 7:08 PM.



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**Planning Commission
March 14, 2016 Minutes
Page 3 of 3**

NEXT REGULAR COMMISSION MEETING: April 11, 2016

Submitted by: _____
Ronald Kluge, Planning Commission Secretary

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

Witnessed by: _____
Bernard Kozen, Planning Commission Chairman

Date: _____