



**COOLBAUGH TOWNSHIP
MUNICIPAL CENTER**

5520 MUNICIPAL DRIVE, TOBYHANNA, PA. 18466
(570) 894-8490 * FAX (570) 894-8413
WWW.COOLBAUGHTWP.ORG

**COOLBAUGH TOWNSHIP PLANNING COMMISSION
REGULAR MEETING
MONDAY, OCTOBER 8, 2018
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, Dennis Noonan, Steve Baker, Alma I. Ruiz-Smith

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 September 10, 2018, 2018 Meeting Minutes

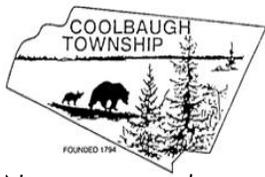
Ms. Ruiz-Smith made a motion second by Mr. Baker to approve the minutes of the September 10, 2018 meeting as presented.

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

2. Request for Zoning Map Amendment from the Pocono Mountain Municipal Airport Authority

Attorney Geoffrey Worthington was in attendance to represent the airport along with Dave Moyer, airport authority President. Mr. Worthington discussed the request stating that the airport would like to utilize the outer perimeter of the land across from the airport that is not regulated by the FAA which Mr. Moyer stated would allow them to generate revenue to assist with the expenses of the airport. Discussion ensued about the potential to be able to utilize the land for trailer storage stating that they know there are other zoning hurdles that may or may not work out.

- **Discussion:** Ms. Ruiz-Smith stated that she is all in favor of economic development stating that this use would also assist the warehouses in the area to provide the needed parking that they do not have available on their land. Ms. Ruiz-Smith stated that she would like to see a landscaping buffer as a courtesy. Mr. Moyer stated that they would be able to provide landscaping to a few small areas but due to FAA it would not be able to be along the entire frontage. Mr. Kozen asked if the trailers would be empty and locked, being advised that they would. Mr. Kozen asked if how often they would be rotated, being advised every couple days. Mr. Noonan asked if the zoning change extends to Corporate Center Drive, being advised it does not. Mr. Baker asked if there will be parking lines painted, with the answer to that being unknown at this time. Discussion took place about the potential for a building being required for the potential use. Mr. Moyer asked if there is a way to get a waiver as the lot is all stone and there would be no way to dig a septic.



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Mr. Noonan made a motion second by Mr. Baker to recommend approval of the requested zoning map amendment from a C-2 to Industrial Zoning for the property owned by the Pocono Mountain Municipal Airport Authority.

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

3. Acceptance of Minor Subdivision Plan- Americo Volpe

Surveyor Brian Courtright was in attendance representing the property owner stating that there are three properties involved in this subdivision plan of which one will be subdivided and half will be given to his daughter and the other half will be combined with his property.

- **Discussion:** Ms. Ruiz-Smith asked if there would be an issue with the clean and green properties as the existing two properties are clean and green and the one that is being split is not. Township Engineer, Russ Kresge asked if the property owner is aware of what is going on so that the taxes do not become due stating that they should go to the County Tax Assessors office to verify that there is no issue with this change. Solicitor Connor stated that there will need a certificate from the trustee regarding the issue with the tax deed as the name is spelled incorrectly and a note on the plan will also be required. Solicitor Connor stated that the property being divided would not automatically become part of the clean and green program.

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

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

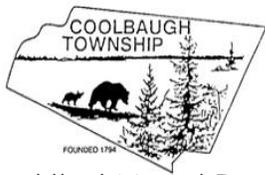
4. Review Land Development Plan- Food Express Convenience Store/Dunkin Donuts

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

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

5. Discussion on Ordinance §27-1107.1 Individual Business Identification Signs & Specific Parking Regulations

Ms. Ruiz- Smith stated that the Board of Supervisors would like the Planning Commission to review the Ordinances pertaining to signage and parking before having Carson Helfrich come in. Ms. Ruiz-Smith stated that the ordinance hindered Ray Price from being able to meet the regulations set per corporate requirements which they had to go to the Zoning Hearing Board for a variance. Ms. Ruiz-Smith stated that her concerns are having multiple signs all over the place. Solicitor Connor stated that the ordinance allowed for one wall sign in the case of Ray Price suggesting we should make recommendations of reasonable changes. Ms. Ruiz-Smith asked if we can differentiate between size of buildings to determine the amount and size of signs allowed being advised by Solicitor Connor that it would be geared more toward the use of the building then the size. Mr. Kozen asked if we can work with other municipalities or the county on this being advised by Solicitor Connor that we almost need a planner to work on this with us. Mr. Kozen asked if there are other Ordinances that we are aware of that are issues that we could work on at the same time stating that we should speak with the zoning office in case they have any. Mr. Noonan



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stated that Mount Pocono's ordinance was revised as their previous ordinance did not allow for the business name on the building only the name of the building, stating that Carson did a lot of the Ordinances in the county. Mr. Noonan stated that the Ordinance runs into the SALDO which will require changes as well. Solicitor Connor stated that Carson would be able to cross reference between the SALDO and the Ordinance.
(This item will remain on future agendas until resolved)

6. Rescheduling of November Meeting Due to Holiday

The November Planning Commission Meeting will be held on Thursday, November 15, 2018 at 6:30pm due to the holiday.

7. Public Input

Nothing was heard.

8. 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 7:18pm.

NEXT REGULAR COMMISSION MEETING: Monday, November 15, 2018.

Submitted by: _____
Steve Baker, Planning Commission Secretary

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

Witnessed by: _____
Bernard Kozen, Planning Commission Chairman

Date: _____