

COOLBAUGH TOWNSHIP PLANNING COMMISSION
REGULAR MEETING
MONDAY, APRIL 8, 2019
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, Kevin Ambrogio, Ann Shincovich and Steve Baker

Board Members absent:

None

Staff present:

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

Staff absent:

None

1. Approval of March 11, 2019 Meeting Minutes

Mr. Baker made a motion second by Mr. Ambrogio to approve the minutes of the March 11, 2019 meeting as presented.

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

2. Sketch Plan Submission- Lot 24 of Pocono Mountain Business Park

Jim Vozar of JVI, LLC. was in attendance from the Wind Gap Construction Management Company as well as Don Peters from Acela Architects and Engineers. J. Vozar stated that they are building a 311,000 sq. ft. warehouse on lot 24 of the Pocono Mountain Business Park stating that they own the property. J. Vozar stated that he is attending the meeting to get feedback from the commission on their proposed project stating that they will also be engaging that Airport Authority in this process. J. Vozar reviewed that plan with the commission and requested any comments.

- **Discussion:** Township Engineer Russ Kresge spoke on Ordinance 50 & 51 which are referenced on the plan stating that those have changed and will need to be revised as well as asking what the possible waiver is that is noted on the plan being advised that was within Ordinance 50 and that they will have to look into it as the notes came from the plan of record. Discussion ensued about the grading, traffic study which will need to be conducted, truck staging and snow removal areas that need to be designated on the plan. D. Peters stated that the parking is in the 85th percentile and that they have met the parking requirement. Mr. Kresge asked about fire protection for the facility being advised that they are willing to put in a tank, fire suppression pump and hydrants stating that they will be meeting with the fire marshal while preparing this project to be sure that they have everything that is required also stating that there will be LED lighting, security system lighting which will dim at night. Mr. Kozen asked if there will be multiple shifts working in the warehouse being advised by Mr. Vozar that it is unknown but they will prepare for a 24 hour facility. Ms. Shincovich asked if they will be bringing in fiber optic lines being advised that they will not as many of their clients use cable. Mr. Noonan stated that there are already fiber optic lines on Industrial Park Drive. Mr. Noonan asked if they are reaching out to the Conservation District next being advised that they are not but will after they are further on in the phase and after they receive comments. Township Engineer, Russ Kresge stated that there is a four step conservation design process for the NPDES permit that should be started sooner than later stating that according to the Stormwater Ordinance the Township is to be

involved in the process. Discussion ensued about the landscaping requirements. Mr. Kresge discussed the international fire code requirements for two accesses stating that the Township has not adopted the code. J. Vozar stated that he will have a fire expert review the plan as well. No further comments were heard. Mr. Kozen thanked Mr. Vozar and Mr. Peters for coming in and stated that we look forward to seeing a formal submission.

3. Sketch Plan Submission- Schlouch, Inc.- Lot 28 Pocono Mountain Business Park

Rik Longacre was in attendance from Schlouch, Incorporated a site contractor that follows certain clients specializing in design builds. Mr. Longacre stated that they are planning to build a 750,000 sq. ft. warehouse that will be in Coolbaugh Township and Mount Pocono Borough. Mr. Longacre gave a brief overview of the proposed warehouse with regard to the traffic pattern, grading and fire protection that will be provided through a 250 gallon fire tank stating that the property will be served by public water and sewer. Discussion ensued about the Stormwater with regard to the underground infiltration beds, rain gardens and grading.

- **Discussion:** Mr. Longacre stated that there is one corner of the building that will extend into the 150' buffer and would like to discuss the potential of a waiver for that requirement with Mr. Kozen stating that a request would need to be submitted and then it would be up to the Board of Supervisors whether it is approved. R. Longacre stated that they have planned for the 85th percentile of the parking requirement and will permit for that amount but stated that if the Township would be in agreement that they would not build all of the spots right away as they will not be needed. Mr. Longacre discussed the possible need to extend the turning lane on Route 611 up to Wendy's due to potential employee traffic other issues would be signaling or stop sign additions depending on the amount of traffic. Mr. Longacre stated that he had one informal meeting with the conservation district stating that they will be putting in a formal application. The traffic study is held up as the Hirschland project has an active traffic study that needs to be included on the plan. Ms. Shincovich asked if it was not required to include all the parking would that affect the infiltration system being advised that it will not as it will all be built as the infiltration system and conveyance system will be built as proposed in the beginning. Township Engineer, Russ Kresge stated that the parking encroaches in the airport zone being advised that they have already submitted plans to the Airport Authority for review. Mr. Kresge stated that the bypass road would be a good idea with this project as there is only one way in and out of this property. Mr. Noonan stated that the bypass road is a very expensive project stating that the phase one of the project is the signalization on Route 611 and Pine Hill Road which there is a grant to do stating that it will still require more money. Ms. Shincovich asked if the requirement to extend the turning lane to Wendy's would affect the project completion being advised that it would not stating that we would have to build it as it would be required for employees not trucks as the trucks would take the highway. Mr. Kozen stated that it is required to show where snow removal and storage would be with Mr. Longacre stating that it would be in the islands as well as the outer 10' perimeter of the parking lot. With no further comments being heard, Mr. Kozen thanked Mr. Longacre for coming in and stated that the commission looks forward to working with him.

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

Ms. Masker stated that there have been no updates to the plan received.

Mr. Baker made a motion second by Mr. Ambrogio 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 Mini Cell Tower Ordinance

Solicitor Connor provided the commission with a final draft stating that there have been minimal changes based on work in other townships stating that the big cell towers haven't changed but that there was focus on the changes needed for the small facilities. Solicitor Connor stated that the small facilities are allowed in all zoning districts stating that the township can permit them, have some say on the locations and charge a fee for the locations that are within the township Right of Way. Solicitor Connor stated that there is still a question on whether these companies are regulated as a Public Utility Company and stated that until the litigation is complete we will not have that answer stating that once that answer comes down, we may have to make a couple minor changes. At this point the verbiage in the ordinance states that if a PUC it will not have to follow the regulation in the ordinance but if not a PUC it will. Solicitor Connor stated that there were questions on how these facilities impact other transmission advising the commission that those will be regulated by the FCC and not the Township.

Mr. Baker made a motion second by Ms. Shincovich to recommend to the Supervisors for review and consideration of approval.

- **Discussion:** Solicitor Connor stated that this is part of the bigger package which we will work to make available by June to the Supervisors so that the Board of Supervisors can hold one Public Hearing for this ordinance, parking ordinance and the sign ordinance.
- Vote:** All in favor, motion passes.

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

Solicitor Connor stated that the parking ordinance has been completed and now matches up with our schedule of uses in the ordinance. Solicitor Connor stated that the sign ordinance is going to be difficult to resolve to make everyone happy but stated that there have been three hearing before the Zoning Hearing Board that will help with identifying issues that need to be resolved with respect to wall signs. Solicitor Connor stated that he will be meeting with the Township staff, Carson and Russ on April 24, 2019 at 10am to review the sign ordinance and stated that if any commission members wanted to join they are welcome.

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 7:47 PM.

NEXT REGULAR COMMISSION MEETING: Monday, May 13, 2019.

Submitted by: _____
Steve Baker, Planning Commission Secretary

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

Witnessed by: _____
Bernard Kozen, Planning Commission Chairman

Date: _____