

COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
WORK SESSION NOTES
September 3, 2019

The work session was called to order by Chairman William Weimer at 6:00 pm in the meeting room of the Coolbaugh Township Municipal Office, 5520 Municipal Drive, Tobyhanna, PA.

Board Members present:

William Weimer, Anthony Lamantia, Clare Colgan and Alma I. Ruiz-Smith

Board Members absent:

None

Staff present:

John Rice, Solicitor, Erin Masker, Township Secretary, Meredith Thompson, Asst. Business Manager and Tomas Keane, Director of Codes and Zoning

Staff absent:

None

Mr. Weimer announced that this work session is being recorded to aid in the preparation of the notes.

1. Short Term Rental Ordinance Discussion

Mr. Weimer thanked all of the guests in attendance from various Homeowner Associations and residents that are interested in the Short Term Rental Ordinance. Carson Helfrich was in attendance to answer questions and collect information based on the comments received to make revisions to the draft ordinance. The Board reviewed their comments on the ordinance with Ms. Kelly stating that she does not believe that short term rentals should be allowed in Industrial, Woodland Conservation or Commercial Zoning Districts. Mr. Lamantia asked where the size of what constitutes a bedroom is derived from as it is showing that a 70 sq. ft. room is a bedroom which he believes is small. Ms. Ruiz-Smith stated that many A-Frame homes that were purchased in the 1980's for rentals all had small bedrooms that may be that size. Discussion ensued on the definition and period of time as defined as transient use with Solicitor Rice suggesting that the definition be clarified. Ms. Ruiz-Smith questioned the requirement to provide the Township with the copy of a current Monroe County Hotel Room Excise Tax Certificate and current Pennsylvania Sales Tax License.

- **Discussion:** Robert Zito thanked the Board for their work on the Ordinance stating that the Pocono Farms East Board is very pleased with the draft. He stated that parking, sewage and local rental management will be key to the success of the Ordinance. Cathleen Dunn, APCP Manager requested clarification on the thirty day rental timeframe as outlined in the draft, stating the public safety department in her community will continue to work with the Township on enforcement once the ordinance is in place. Ms. Dunn requested that safety inspections include checking for fire extinguishers, CO alarms and smoke detectors as fire safety is very important. She asked about including regulations on visiting hours for short term rental properties. Eric Usbeck, Arrowhead Lakes, expressed his concerns on visible window clings which could alert others that the property is a short term rental which may draw unwanted criminal activity. Mr. Weimer thanked everyone for their input on the ordinance stating that revisions will be made and will be reviewed by our Solicitor before being presented at another work session.

The work session recessed to hold the scheduled public hearing at 7pm and resumed with discussion at 7:02pm.

Wendy Webster from Pocono Forest Estates and Summit Point stated that her community has no security and asked about the enforcement of the Ordinance and whether the Township would have code enforcement available on weekends and evenings when the issues arise. Mr. Weimer stated that this ordinance would require the Township to hire an additional employee for the enforcement as it would be a full time job. Dave Timko, Pocono Farms stated that he appreciates the Township for their work on the ordinance stating that Pocono Farms Country Club is permitted "single family units". If an

owner submits plans to convert a garage into a living unit, will the township permit it? And supersede the single family use permitted by Pocono Farms? He also asked if there is contact information on file for a property contact if the owner is farther than the distance of travel as outlined in the ordinance if that information would be shared with the Homeowner Associations. Mr. Weimer stated that the Township can only enforce what they can stating that some limitations could be an issue as there are also short term rentals located on Township roads that are not in communities that make it easier to enforce due to the restrictions on amenities that can be a controlling factor. Mr. Weimer stated that putting control measures in effect for short term rental properties may also be a way to sell your areas stating we have a way to make everything right and want to take the time to make this ordinance something that works for everyone. Ms. Ruiz-Smith asked that a representative from the Board of Realtors be invited to the next work session as they have experience with this topic.

2. Other Business

Nothing was heard.

3. Public Input

Nothing was heard.

Work Session ended at 7:27 pm.