

COOLBAUGH TOWNSHIP PLANNING COMMISSION
REGULAR MEETING
TUESDAY, NOVEMBER 12, 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, Ann Shincovich and Steve Baker

Board Members absent:

Kevin Ambrogio and Dennis Noonan

Staff present:

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

Staff absent:

None

1. Approval of September 9, 2019 Meeting Minutes

Mr. Baker made a motion second by Ms. Shincovich to approve the minutes of the October 14, 2019 meeting as presented.

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

2. Review of Land Development Plan- Food Express Convenience Store/Dunkin Donuts- PennDot Permit Review and Comments

Township Engineer, Russell Kresge stated that this is the first time that PennDot has asked the Township for comments on an HOP permit application or plans, stating that this plan was before the Planning Commission last year. Mr. Kresge stated that he has concerns with the lack of organized stacking for the drive thru as well as the poor layout for traffic flow in the parking lot stating that we also need a revised land development plan which reflects the changes that have been made.

Mr. Baker made a motion second by Ms. Shincovich to send a letter to PennDot and copying the property owner stating the concerns with the ingress/ egress, lack of stacking for cars for the drive thru and the internal traffic flow also noting that we need a revised Land Development Plan.

- **Discussion:** Mr. Kozen asked if you can exit and turn north out of both entrances being advised by Mr. Kresge that there is nothing on the plan that would indicate otherwise. Ms. Shincovich stated that she has concerns with the delivery trucks causing traffic issues as she has seen them unloading at the front of the building and taking up multiple parking spots while doing so. Discussion ensued on the listed concerns and the design of the ingress and egress with relation to the pumps that are on the property.
- **Vote:** All in favor, motion passes.

3. Review of Land Development Plan- Tobyhanna Self Storage

Mr. Baker made a motion second by Ms. Shincovich to table the review of the land development plan of Tobyhanna Self Storage.

- **Discussion:** None

- **Vote:** All in favor, motion passes.

4. Landscaping Ordinance Review

Solicitor Connor stated that he was in contact with Carson Helfrich and advised him of the issues with the current landscaping ordinance and Mr. Helfrich stated that he would contact Mr. Keane, Director of Codes and Zoning to discuss the concerns. There has been nothing submitted as of yet. Solicitor Connor stated that he also contacted PSATS to see if they had any ordinances for landscaping that we may be able to use as a template and has not received an email back with the requested information. Solicitor Connor stated that these requirements in the landscaping ordinance are for large subdivisions and stated that maybe there would be a way to have a separate set of requirements for land development plans.

- **Discussion:** Ms. Shincovich stated that she has been reviewing the ordinance and stated that the formula to determine the trees and plantings that are required are hard to follow and that there are a lot of things that she saw that she believes could be removed.

Nick Argot from Borton Lawson and Labella was in attendance representing the Food Express Convenience Store/Dunkin Donuts with reference to the PennDot HOP Permit Review arrived and the Board reviewed their previously discussed concerns from earlier in the meeting. Mr. Argot reviewed the plans that were submitted to PennDot discussing the flow of traffic and the turning lane that is required by PennDot for the north entrance which has to meet the requirements for a medium volume traffic according to the traffic study that was conducted. Mr. Argot stated that there are no changes required to the south entrance. Ms. Shincovich asked if there was ever any discussion on moving the drive thru to assist with the flow of traffic into the property being advised by Ravi Kanani, owner of the Food Express that the turning lane must be 175' and therefore changing the location of the entrance would not be possible as they would not have enough property to meet that requirement without impeding on someone else's property.

Mr. Kozen made a motion second by Mr. Baker to recommend approval of the waiver of procedural time requirement until April 7, 2020.

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

5. Public Input

Nothing was heard.

6. Adjournment

There being no further business, a motion was made by Mr. Kozen second by Mr. Baker to adjourn the meeting. All in favor, motion passed. Meeting adjourned at 7:15 PM.

NEXT REGULAR COMMISSION MEETING: Monday, December 9, 2019 at 6:30pm.

Submitted by: _____
Steve Baker, Planning Commission Secretary

Compiled by: Erin M. Masker, Acting Recording Secretary

Witnessed by: _____
Bernard Kozen, Planning Commission Chairman

Date: _____