

**COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS**  
**WORK SESSION NOTES**  
**February 22, 2020**

The work session was called to order by Chairman William Weimer at 9:04am in the Pocono Mountain Public Library second floor meeting room, 5500 Municipal Drive, Tobyhanna, PA.

**Board Members present:**

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

**Board Members absent:**

None

**Staff present:**

Patrick Armstrong, Solicitor, Erin Masker, Township Secretary, Meredith Thompson, Business Manager, Tomas Keane, Director of Codes & Zoning and Thomas Rohan, Code Enforcement Officer

**Staff absent:**

None

**1. Discussion on Proposed Short Term Rental Ordinance**

Mr. Weimer stated that we will be reviewing the proposed ordinance and he will be taking comments and suggestions as the Board would like to have an ordinance that will work for everyone. There was a group of approximately 40 people which included full time residents, short term renters and HOA management in attendance. Important topics discussed included the distance for an owner to respond if there is an issue, the fees for permits, violations and fines, parking, septic maintenance and the need for identification of short term rental properties.

- **Discussion:** Multiple residents in attendance spoke about the requirement for a 20 mile radius for response with many STR owners stating that a responsive owner is more important than the distance that they live with many agreeing that any issues that arise can be resolved through making calls while they are on their way to the property. Mr. Weimer stated that there needs to be a way for emergency responders to access properties in the case of an emergency without having to break the door stating that one way may be the Knox Box system which is utilized by the fire company with a single key. STR Owners stated that they have the ability to monitor their properties through video cameras and are able to be there in a couple hours if needed but also stating that they have contractors available in the event of an emergency. S. Ladd stated that she would like to caution the Board about being heavy handed as there are some STR owners that are considering selling due to the cost of all the fees between the HOA's and the Township as well as the potential added fees for a management company if the 20 mile radius is imposed. Full time residents spoke about the houses that they live by that have fireworks and noise at all hours which impair their sleep on work nights and would like to know who they should contact as the police advise them to take pictures as proof as they are not responding to the calls in a timely manner. R. Cortez stated that he is working with Tobyhanna Twp. on a grassroots website which would be a way for people to contact STR owners in the case of an issue. A tiered fee scheduled was suggested based on the amount of bedrooms a property has or based on the square footage. The Board agreed that the need for identification in windows of STR's is not necessary and also explained to those in attendance that the fines are imposed by the District Magistrate if the issues are not resolved and are not the first step of the process. Mr. Weimer stated that he would like a three strikes policy as opposed to the two strikes as it is currently written in the draft. Ms. Ruiz-Smith stated that we as a Board are being

proactive with the ordinance and do not want to wait until something happens. Mr. Weimer thanked everyone for attending and being responsible renters stating that this ordinance will be revised and reviewed by the Board before a hearing is scheduled in the future. Ms. Ruiz-Smith suggested having another meeting where the management of the homeowners associations are all in attendance stating that there are only a few in attendance today.

**2. Other Business**

Nothing was heard.

**3. Public Input**

Nothing was heard.

Work Session ended at 12:12 pm.