

COOLBAUGH TOWNSHIP PLANNING COMMISSION
REGULAR MEETING
MONDAY, JUNE 8, 2020
MINUTES

The meeting was called to order by Planning Commission Chairman Bernard Kozen at 6:31pm 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, Steve Baker and George Dobson

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 March 9, 2020 Regular Meeting Minutes

Mr. Baker made a motion second by Ms. Shincovich to approve the minutes of the March 9, 2020 meeting as presented.

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

2. Messer, LLC. – Review of Proposed Two Phase Plan Revisions

Nate Oiler-RKR Hess, Joe Havelin-Messer LLC., Brian Mattingly-Messer, LLC. and Attorney Tim McManus were in attendance representing Messer, LLC. J. Havelin thanked the commission for their time and stated that Messer, LLC. is fully committed to this project and seeing it through to completion. N. Oiler reviewed the plans with the commission and explained that they are proposing a two phased project at this point. He explained that they propose to construct the entire original project with the exception of the separate office building, associated parking area and the cylinder receiving/storage areas. He stated that these areas would remain grassy areas for now. He stated that the production building would now include the office space and temporary parking area which would be temporarily located in the area that was designated for the future production building. Mr. Oiler explained the modification to the traffic pattern on Corporate Center Drive for the employees when they leave the parking lot which included additional line striping. The site work and storm water/drainage areas would be completed during Phase one. N. Oiler stated that they are looking for the Planning Commission to make a recommendation to the Board of Supervisors for conditional approval of the phased project with the comments in Township Engineer, Russ Kresge's letter being resolved.

Mr. Baker made a motion second by Mr. Dobson to recommend conditional approval of the Messer, LLC. two phase Land Development Plan to the Board of Supervisors conditioned on all comments in Township Engineer, Russell Kresge's review letter dated May 15, 2020 be addressed.

- **Discussion:** Township Engineer Russ Kresge stated that there were only two plan comments in his review letter, one was regarding the paving of the truck parking area and the second was regarding the traffic pattern when employees exit the parking lot onto Corporate Center Drive, both of which appear to be resolved with the submitted plan. Ms. Shincovich asked when the expected completion date of phase one is anticipated being advised by J. Havelin that Phase one would be completed in 2022. Mr. Kresge asked if this would require another plan to be recorded or if it would be attached to the development agreement, being advised

by Attorney McManus that after speaking with Solicitor Armstrong that there will be two plans recorded, phase one and phase two. Mr. Kozen asked Solicitor Connor if he had any concerns, he stated as long as Mr. Kresge is ok with it, he has not concerns.

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

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

Mr. Baker made a motion second by Ms. Shincovich to recommend approval of the request to waive the procedural time requirements until October 12, 2020 for Food Express Convenience Store/Dunkin Donut Drive Thru per their request dated June 8, 2020.

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

4. Public Input

Nothing was heard.

5. Adjournment

There being no further business, a motion was made by Mr. Baker second by Ms. Shincovich to adjourn the meeting. All in favor, motion passed. Meeting adjourned at 6:53PM.

NEXT REGULAR COMMISSION MEETING: Monday, July 13, 2020 at 6:30pm.

Submitted by: _____
Ann Shincovich, Planning Commission Secretary

Compiled by: Erin M. Masker, Acting Recording Secretary

Witnessed by: _____
Bernard Kozen, Planning Commission Chairman

Date: _____