

COOLBAUGH TOWNSHIP PLANNING COMMISSION
REGULAR MEETING
MONDAY, AUGUST 10, 2020
MINUTES

The meeting was called to order by Planning Commission Chairman Bernard Kozen at 6:30pm in the meeting room of the Pocono Mountain Public Library, 5500 Municipal Drive, Tobyhanna, PA.

Mr. Kozen led those present in the Pledge of Allegiance.

Board Members present:

Bernard Kozen, Ann Shincovich, Steve Baker, Kevin Ambrogio and George Dobson

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 July 13, 2020 Regular Meeting Minutes

Mr. Baker made a motion second by Mr. Dobson to approve the minutes of the July 13, 2020 meeting as presented.

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

2. Acceptance of Land Development Plan Submission for Review – RCI Properties (Pocono), LLC.

Don Peters from Acela Architect Engineer was in attendance representing RCI Properties (Pocono), LLC. The project is a proposed warehouse on 26 acre property that is lot 24 of the Pocono Mountains Business Park, south of the airport, located on an undeveloped road known as Bensinger Court. The warehouse will include office space, trailer parking, employee parking and truck loading docks. Testing and studies have already begun on site including a topographic survey, phase 1 and phase 2 bog turtle study, wetland delineation and soil testing and infiltration testing. Infiltration may not be feasible on the lot and they are working with the MCCD on stormwater management to manage the volume of water infiltration. He stated that they will continue to include Township Engineer, Russell Kresge in the discussions. Discussion ensued about the location of the building and proposed location of the road construction. Mr. Kozen confirmed with Township Engineer, Russell Kresge that the submission was complete for acceptance being advised that it is.

Mr. Baker made a motion second by Ms. Shincovich to accept the minor subdivision plan for RCI Properties (Pocono), LLC. for review by Township Engineer, Russell Kresge.

- **Discussion:** Mr. Kozen asked about trailer parking and staging areas being advised that there are designated areas. Mr. Kozen asked if deliveries will be by appointment stating that there have been issues with trucks waiting to load or unload in the area and parking along the roads in areas that are not designated for that purpose, being advised by Mr. Peters that he will look into the process for truck loading and unloading. Mr. Dobson asked if there is a tenant being advised that there is and that it is Rinchem Company. Mr. Dobson asked what they will be manufacturing being advised warehousing and that he's unsure of the product. Ms. Shincovich asked if it will be chemicals based on the name being advised that chemicals may be part but not all that is warehoused there.
- **Vote:** All in favor, motion passes.

3. Review of Minor Subdivision Plan – Carriage Square, LLC. -Lot #4

Chuck Niclaus from Barry Issett and Associates was in attendance representing Carriage Square, LLC. on the minor subdivision plan submission stating that this plan received conditional approval years ago and was never filed at the courthouse. He stated that they are subdividing five acres and that they have made revisions in accordance with the review letter provided by Township Engineer, Russell Kresge dated August 6, 2020. The Coolbaugh Township Zoning Officer provided a review of the minor subdivision and concurred that the comments on zoning in Mr. Kresge's review letter address their concerns as well. Mr. Kresge stated that although most of the comments have been addressed, comment number one pertaining to zoning has not been. Mr. Niclaus stated that he will make that correction and submit revised plans.

Mr. Dobson made a motion second by Mr. Baker to recommend to the Board of Supervisors conditional approval of the minor subdivision plan for Carriage Square, LLC. conditioned upon all comments in Township Engineer, Russell Kresge's review letter dated August 6, 2020 being addressed.

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

4. Review of Minor Subdivision Plan – Center Rock Realty (Ray Price)

Chris McDermott of Reilly Associates stated that the corrections have not been made to the minor subdivision plan per Township Engineer, Russell Kresge's review letter. He requests that the plan be tabled.

Mr. Baker made a motion second by Mr. Dobson to table the minor subdivision plan of Center Rock Realty.

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

5. Review of Land Development Plan- Ray Price Mount Pocono Jeep

Chris McDermott of Reilly Associates stated that they have reviewed the comments received from Township Engineer, Russell Kresge stating that they will request that the review be tabled this evening they would like to discuss some of the comments. Mr. McDermott discussed the traffic impact on Harvest Lane stating that the business for the jeep dealership is already being conducted onsite; therefore there will be minimal increase in traffic if any. He stated that he would conduct a traffic assessment and pull the timing of the signal at Harvest Lane. Mr. Kresge stated that he would be comfortable with Tobyhanna Township taking the lead on this matter since this is within their township boundaries. C. McDermott reviewed the comments in the review letter relating to setbacks, landscaping, parking and truck loading and unloading areas. Mr. McDermott discussed the display parking and employee parking requirements stating that he will switch them on the plan so that they are up to Township code. Waivers will be requested for §355-44: Four Step Design Process, §355-57 Landscaping Requirements and §355-54E, which states that no parking shall be permitted between the public road right of way and the principal structure. These waivers will be considered by the commission at their next meeting.

Ms. Shincovich made a motion second by Mr. Dobson to table the review of the Land Development Plan for Ray Price Mount Pocono Jeep.

- **Discussion:** Ms. Shincovich asked about the signage being advised that it will be handled through the Township Zoning Office.
- **Vote:** All in favor, motion passes

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

Ms. Shincovich made a motion second by Mr. Baker to table the review of the land development plan for Food Express Convenience Store/Dunkin Donuts

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

There being no further business, a motion was made by Mr. Dobson second by Mr. Baker to adjourn the meeting. All in favor, motion passed. Meeting adjourned at 7:08PM.

NEXT REGULAR COMMISSION MEETING: Monday, September 14, 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: _____