

**COOLBAUGH TOWNSHIP PLANNING COMMISSION
RE-ORG/REGULAR MEETING
MONDAY, JANUARY 9, 2023
MINUTES**

The meeting was called to order by Chairman, Bernard Kozen at 6:30pm at the Coolbaugh Township Municipal Center located at 5520 Municipal Drive, Tobyhanna, PA.

Board Members present:

Bernard Kozen, Ann Shincovich, Michael Schlegel, Mike Peterson and David Pope

Board Members absent:

None

Staff present:

Solicitor H. Clark Connor, Township Engineer, Russ Kresge, and Township Engineer, Greg Haas

Staff absent:

Acting Recording Secretary, Erin Masker.

1. Organization of Planning Commission

- Appointment of Chairman

Ms. Shincovich made a motion second by Mr. Schlegel to Appoint Bernie Kozen as the Planning Commission Chairman.

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

- Appointment of Vice-Chairman

Mr. Pope made a motion second by Mr. Schlegel to Appoint Ann Shincovich as the Planning Commission Vice-Chairman.

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

- Appointment of Secretary

Mr. Peterson made a motion second by Mr. Kozen to Appoint Dave Pope as the Planning Commission Secretary.

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

2. Selection of Meeting Dates for 2023

Mr. Kozen made a motion second by Mr. Pope to Hold Planning Commission Meetings on the Second Monday of the Month at 6:30pm.

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

3. Approval of November 14, 2022 Meeting Minutes

Ms. Shincovich made a motion second by Mr. Schlegel to approve the meeting minutes from the November 14, 2022 meeting as presented.

- Discussion: None
- Vote: 4-0-1, motion passes. (Mr. Peterson abstained)

4. **Review of Tolani Plaza Land Development Plan (970 Route 196)**

Casey Cawley was in attendance representing Tolani Plaza stating that they have addressed all comments and that the only outstanding item is the sewage planning module and the easement with PAWC which they are currently working on. Mr. Haas stated that signatures and outside agency approvals are the only comments aside from the easement stating that there are no comments that would cause revisions to the plan.

Mr. Pope made a motion second by Mr. Peterson to Recommend Approval of the Requested Waiver to Allow Parking in Between the Principal Structure and Stated Route 196, Right of Way.

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

Mr. Pope made a motion second by Mr. Schlegel to Recommend Conditional Approval of the Land Development Plan to the Board of Supervisors Conditioned on Outside Agency Approvals and Addressing all Comments in the Township Engineer Review Letter Dated October 26, 2022.

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

5. **Review of Tolani Plaza Sewage Planning Module**

Mr. Kozen made a motion second by Mr. Pope to Authorize the Planning Commission Representatives to Sign the Sewage Planning Module and to Recommend that the Board of Supervisors Consider Executing their Portion of the Sewage Planning Module and Passing a Resolution of Acceptance of the Planning Module as Required by DEP.

- **Discussion:** Mr. Cawley asked when this would be able to be before the Board of Supervisors with Mr. Kresge stating that it would have to be after the public comment period as advertised and stated that he should contact Ms. Masker for scheduling.
- **Vote:** All in favor, motion passes.

6. **Review of Imperial Realty Property Group LLC, Land Development Plan (Corporate Center Drive East/ Kolb Ct. & Belmont Avenue)- Request to Table**

7. **Review of Land Development Plan- RCI Properties (Pocono), LLC- Request to Table (Lot 24 PMBP)**

8. **Review of Northampton Farms, LLC. Major Subdivision Plan- Request to Table (394/396 Memorial Blvd, Tobyhanna)**

9. **Review of Landston Equities, LLC. / Proposed 611 Industrial Center Land Development Plan- Request to Table (394/396 Memorial Blvd, Tobyhanna)**

Ms. Shincovich made a motion second by Mr. Schlegel to Table Items #6 through #9 on the Meeting Agenda for this Evening.

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

10. **Public Input**

Discussion took place on the Request for RCI Properties with the Planning Commission requesting an update advising that if there is no movement on the plan by the February meeting, a letter will be sent out letting them

know that the waiver of procedural time will not be accepted following the March 31st deadline that is currently in place and the plan will be rejected and will need to be resubmitted. There have been multiple ordinance changes since the plan was submitted. Mr. Keane stated that the issue with this plan is the paper road "Bensing Court" which has not been constructed.

11. Adjournment

There being no further business, a motion was made by Mr. Pope second by Mr. Schlegel to adjourn the meeting. All in favor, motion passed. Meeting adjourned at 6:55pm.

Next Regular Commission Meeting: Monday, February 13, 2023 at 6:30pm at the Coolbaugh Township Municipal Center located at 5520 Municipal Drive, Tobyhanna.

Submitted by: _____ Date: _____
Ann Shincovich, Planning Commission Secretary

Compiled by: Erin M. Masker, Acting Recording Secretary

Witnessed by: _____ Date: _____
Bernard Kozen, Planning Commission Chairman