

**COOLBAUGH TOWNSHIP PLANNING COMMISSION  
REGULAR MEETING  
TUESDAY, NOVEMBER 14, 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, Michael Schlegel, Mike Peterson, and David Pope

**Board Members absent:**

Ann Shincovich,

**Staff present:**

Township Engineer, Greg Haas and Acting Recording Secretary, Erin Masker.

**Staff absent:**

Solicitor, H. Clark Connor

1. Approval of October 10, 2023 Meeting Minutes

*Mr. Pope made a motion second by Mr. Peterson to approve the meeting minutes from the October 10, 2023 meeting as presented.*

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

2. Requests to Table Review of:

- Finish Line Auto Body Land Development Plan-(110 Summit Ln., Pocono Summit, PA)-Request to Table
- ABC Pocono Homes Major Subdivision Plan- Request to Table
- Northampton Farms Subdivision Plan- Request to Table
- Landston Equities, LLC. / Proposed 611 Industrial Center Land Development Plan- Request to Table (394/396 Memorial Blvd, Tobyhanna)

*Mr. Peterson made a motion second by Mr. Pope to Table the Review of the Finish Line Auto Body Land Development Plan, ABC Pocono Homes Major Subdivision Plan, Northampton Farms Subdivision Plan and Landston Equities, LLC./ Proposed 611 Industrial Center Land Development Plan as requested.*

- **Discussion:** Nothing was heard.
- **Vote:** All in favor, motion passes.

3. Discussion on Proposed Ordinance Amendments Relating to Warehouses, Truck Terminals, and Distribution Centers (Penn Future Model Ordinance and Monroe County PC Model Ordinance)

Greg Haas, Township Engineer stated that he initially was crossing out and revising the model ordinance provided by Penn Future but stated that he found it easier to create his own draft which includes all the parts of the ordinance that were pertinent to the issues that the Board has discussed at their meeting. He stated that drafting the ordinance in this manner was a cleaner way for the commission to review it. He stated that he has incorporated all uses (warehouse, truck terminal, DC...) all under the umbrella of logistic centers. He stated that this will alleviate any confusion as to what the use it, the requirements are or from anyone trying to skirt the requirements set forth.

- **Discussion:** Mr. Peterson commended Mr. Haas on the draft stating that it is well put together. He questioned the names of the roads that are included in the ordinance and asked if Veterans Drive should

be included; he also stated that the Supervisors may want a maximum number for size and truck trips in section J. Mr. Haas stated that with the way that it is written he would prefer that the developer apply for a number and stay within it. Mr. Haas stated that the section referencing the site setbacks has a table which is calculated by limits on earth disturbance and not the location of a building. Mr. Kozen asked if there needs to be any specification on the section that references number of employees stating that some may think that outside contractors would not fall within that category and for this purpose they should be included. L. Kelly stated that warehouses have been removed from C1 and C3 zoning districts therefore it should be updated to reflect that in this ordinance; she also reviewed the sections of Route 423/Church Street where truck traffic is not allowed, and it is posted. Mr. Peterson stated that maybe language can be included to state where permitted. L. Kelly thanked the Commission for taking the time to begin the review process and commended them on the discussion that took place this evening. Solicitor Connor stated that he does not have any issues with the legality of the revisions. Mr. Haas will make the revisions and the draft will be back before the PC at their next meeting, it will also be sent to Solicitor Armstrong for review.

- **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. Pope second by Mr. Peterson to adjourn the meeting. All in favor, motion passed. The meeting adjourned at 6:56pm.

Next Regular Commission Meeting: Tuesday, November 14, 2023 at 6:30pm at the Coolbaugh Township Municipal Center located at 5520 Municipal Drive, Tobyhanna.

Submitted by: \_\_\_\_\_ Date: \_\_\_\_\_  
David Pope, Planning Commission Secretary

Compiled by: Erin M. Masker, Acting Recording Secretary

Witnessed by: \_\_\_\_\_ Date: \_\_\_\_\_  
Bernard Kozen, Planning Commission Chair