COOLBAUGH TOWNSHIP PLANNING COMMISSION
REGULAR MEETING
TUESDAY, OCTOBER 8, 2024
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, David Pope, Michael Schlegel, and Mike Peterson
Board Members absent:
None
Staff present:
Solicitor H. Clark Connor, Township Engineer, Greg Haas and Township Secretary, Erin Masker
Staff absent:
None

1. Approval of September 10, 2024 Meeting Minutes

Ms. Shincovich made a motion second by Mr. Schlegel to approve the meeting minutes from the September 10, 2024 meeting as presented.

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

2. Review of Amended Final Land Development Plan for Posh Hospitality Development, LLC.-Proposed Chipotle Development (2995 PA Route 940, Pocono Summit)

Township Engineer Greg Haas stated that we received a revised land development plan for a proposed Chipotle next to the Aldis on Rt. 940. He stated that he has completed his review and the comments he has are before the Commission this evening. He also stated that there are two waivers being requested, one is for the distance allowed for parking in front of a building and the other is a waiver of the requirement to provide an existing resource and site analysis. Mr. Haas stated that he believes the request to waive the requirement to submit an existing resource site analysis is valid request, but that he has concerns about the parking distance requirement waiver. There were no representatives in attendance on behalf of the developer.

Mr. Peterson made a motion second by MS. Shincovich to table the review of the Amended Final Land Development Plan for Posh Hospitality Development, LLC.-Proposed Chipotle Development (2995 PA Route 940, Pocono Summit)

- Discussion: Ms. Kelly stated that it is nice to see that they are expanding
- Vote: All in favor, motion passes.

3. Review of the Finish Line Auto Body Land Development Plan (110 Summit Avenue, Pocono Summit)

Jude Colwell, CNA Engineering was in attendance stating that the plan comments have all been addressed except for the stormwater agreement, the development agreement, signed, sealed and notarized plans and posting of financial security. He understands that there were concerns about the storage of vehicles on the property as they were waiting to be repaired. The owner of the property stated that they have now contracted with multiple insurance companies and stated that they have streamlined their scheduling process to allow for the vehicles to be scheduled for service, which will alleviate the possibility of having too many vehicles on the lot at one time. He stated that the goal is to always have as many vehicles as possible in the garage. Ms. Masker

stated that we received the Fire Chief's review which indicated that there are currently no concerns with this project.

Mr. Schlegel made a motion second by Mr. Peterson to recommend that the Board of Supervisors consider granting conditional approval of the Finish Line Auto Body Land Development Plan conditioned on addressing the comments in Township Engineer, Greg Haas's review letter dated July 30, 2024.

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

4. Acceptance and Review of Sewage Planning Module for Pocono Mountain Corporate Center South (1901 Corporate Center Drive)

Michael Hartmann of Schlouch Engineering was in attendance and stated that they now have a tenant in the building and are required by DEP to do a complete planning module submission. He stated that this is being required as the facility is still owned by Pocono Mountain Industries and stated that had the ownership been transferred to the Mount Pocono Borough, this would not be a requirement, and they would have been able to submit an exemption. He stated that when a system is not owned by a municipality, this step is required. Township Engineer Greg Haas stated that this is an administrative process, and the Commission will have to authorize a member to complete and sign the Component 4A and then this plan will need to be considered by the Board of Supervisors to pass a resolution.

Mr. Pope made a motion second by Mr. Peterson to authorize Chairman Kozen to execute the sewage planning module on behalf of the Township Planning Commission and Recommend that the Board of Supervisors consider passing the resolution for the same.

- Discussion: Ms. Kelly asked who is responsible for the lines, being advised that there is an easement agreement to run the lines onto Kolb Court and into the manhole. He stated that they are responsible for the lines if there is any issue.
- Vote: All in favor, motion passes.

5. Request to Table the Following:
   - Review of Northampton Farms Preliminary Major Subdivision (394/396 Memorial Blvd)
   - Review of Landston Equities, LLC. Preliminary Land Development Plan (394/396 Memorial Blvd)
   - Review of Pocono Mountain Corporate Center North Lot 1 Final Land Development Plan (566 Memorial Blvd)
   - Review of Pocono Mountain Corporate Center North Lot 2 Preliminary Land Development Plan (566 Memorial Blvd)

Mr. Peterson made a motion second by Mr. Pope to Table the Review of the Northampton Farms Preliminary Major Subdivision, Landston Equities, LLC. Preliminary Land Development Plan, Pocono Mountain Corporate Center North Lot 1 Final Land Development Plan and Pocono Mountain Corporate Center North Lot 2 Preliminary Land Development Plan.

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

6. Review and Recommendation of Short-Term Rental Zoning Amendment

The Commission reviewed the STR Zoning Ordinance Amendment and Mr. Keane, Township Director of Codes and Zoning stated that this amendment is to clean up the language and list specific zoning districts where STR's are allowed. Discussion took place on the standalone STR ordinance which a public hearing was held and the proposed ordinance was not passed at the meeting. This is a separate ordinance as the public hearing was held on the standalone ordinance and this is the Zoning ordinance amendment.

Mr. Peterson made a motion second by Ms. Shincovich to recommend that the Board of Supervisors consider adopting the Short-Term Rental Ordinance Amendment as presented.

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

7. Public Input

Ms. Kelly stated that the Monroe County Waste Authority was before the Board of Supervisors once again regarding their request for a waiver of the buffers for their property located on Industrial Park Drive. She stated that the Board granted conditional waiver approval which coincided with the recommendation of the PC from the meeting that they attended with the same request. She asked that when a formal submission is made that the commission reviews it and determines the actual waiver of the buffers that are truly necessary as it is hard to determine that based on the sketch that was submitted for the waiver request.

Mr. Kozen asked what is going on with the old Churnock Tavern property stating that every time he drives by the roof collapses even more. Mr. Keane stated that he has spoken with the owner and that he will be receiving official notice of violation. He stated that the property needs to be taken down or secured in accordance with the township ordinance and stated that the owner had questions about what he could do with the block from the building. He advised him to contact the MCCD and/or DEP regarding that question.

8. Adjournment

There being no further business, a motion was made by Mr. Peterson second by Mr. Pope to adjourn the meeting. All in favor, motion passed. The meeting adjourned at 7:05pm.

Next Regular Commission Meeting: Tuesday, November 12, 2024 at 6:30pm at the Coolbaugh Township Municipal Center located at 5520 Municipal Drive, Tobyhanna.

Submitted by: _____ Date: _____
Dave Pope, Planning Commission Secretary

Compiled by: Erin M. Masker, Acting Recording Secretary

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