

AGENDA
POCONO TOWNSHIP PLANNING COMMISSION
REGULAR MEETING
November 14, 2016 – 7:00 p.m.

A. CALL TO ORDER (followed by the Pledge of Allegiance)

B. ROLL CALL

C. NOTIFICATIONS OF COMMENTS

D. CORRESPONDENCE

E. MANAGER'S REPORT – TBD

F. MINUTES: Minutes of the Pocono Township Planning Commission Regular Meeting
10/24/2016

G. NEW PLANS AND SUBMISSIONS FOR PLANNING COMMISSION REVIEW:

H. FINAL PLANS UNDER CONSIDERATION:

1. Kinsley Minor Subdivision – This minor subdivision contains 4 lots, 2 of which are new. A long private access drive is proposed. The plans were administratively accepted at the April 25th, 2016 P.C. mtg. A time extension letter was received until 12/19/2016. The BOC at its 09/06/2016 mtg. granted the RFM for SALDO SEC. 3.208.M. Review No. 3 distributed 10/18/16. **Planning Commission conditionally approved project at its 10/24/16 meeting.**
2. Kelly Minor Subdivision – 2 lot Minor Subdivision. The plans were administratively accepted at the September 26, 2016 P.C. mtg. Deadline for consideration 12/25/2016. Review No. 1 distributed 10/18/16. Tabled at the 10/24/16 meeting. Received revised plans via email on 11/10/16.

I. PRELIMINARY PLANS UNDER CONSIDERATION:

1. Sheldon Kopelson, Commercial Development (Lot 3)- Plan was accepted at the 08/13/2013 P.C. mtg. The configuration of the minor subdivision is dependent on the Rt. 715 realignment. Tabled at the 10/24/2016 mtg. A resubmission has not occurred. Deadline for consideration extended to June 30, 2017.
2. Spa Castle Land Development – Plan was accepted at the 12/14/2015 mtg. The Planning Modules for this project was rejected by the Commissioners. The developer/applicant has provided a time extension letter until 04/17/2017. Planning Review distributed 09/09/16. Technical Review distributed 11/9/16. Tabled at the 10/24/2016 mtg.

3. Camelback Lot 13 and Hotel – Plan was accepted at the 06/13/2016 PC mtg. The applicant has provided an extension to 11/21/2016. Review letter distributed 07/21/16. Tabled at the 10/24/2016 mtg. Time extension required.
4. Sanofi Pasteur Tier One Parking Deck – Plan was accepted at the 07/11/2016 P.C. mtg. Deadline for consideration 12/08/16. Review No. 1 distributed 07/22/16. Tabled at the 10/24/2016 mtg.
5. Sanofi Pasteur Discovery Drive Turn Lane Land Development – Plan was accepted at the 10/24/16 P.C. meeting. Deadline for consideration is 1/22/17. Review No. 1 was distributed 10/24/16.

J. SKETCH PLANS

K. PERMITS

L. PRESENTATION OF VARIANCE, SPECIAL EXCEPTIONS, CONDITIONAL USE, ET AL, APPLICATIONS

M. UNFINISHED BUSINESS

N. NEW BUSINESS:

1. November 28, 2016 Planning Commission Meeting

O. COMMENTS BY AUDIENCE

P. ADJOURNMENT:

POCONO TOWNSHIP PLAN STATUS

Project Name (acceptance date)	Application Type	Prelim/Final	Review Period Expires	Last PC Mtg	Last BOC Mtg	Latest Comment Letter	Last Meeting Tabled	PC Recommendation Approve/Deny	BOC Approved/Rejected
Kinsley Minor Subdivision (04/25/16)	Minor Subdivision	Final	12/19/2016	12/12/2016	12/19/2016	7/22/2016	10/24/2016	Conditionally approved	Approved RFM -SALDO Sec 3.208M
Kelly Minor Subdivision (9/28/16)	Minor Subdivision	Final	12/25/2016	12/19/2016	12/12/2016	10/18/2016	10/24/2016		
Kopelson Lot 3 Land Devt (08/13/13)	Commercial Land Devt	Prelim	6/30/2017	6/12/2017	6/19/2017		10/24/2016		
Spa Castle Land Development (Prel) (12/14/15)	Commercial Land Devt	Prelim	4/17/2017	4/3/2017	4/10/2017	Planning Rev 9/9/16 Technical Rev 11/9/16	10/24/2016		
Carnelback Lot 13 and Hotel (06/13/16)	Commercial Land Devt	Prelim	11/21/2016	11/14/2016	11/21/2016	7/21/2016	10/24/2016		
Sanoff Tier One Parking Deck (7/1/16)	Commercial Land Devt	Prelim	12/8/2016	11/28/2016	12/5/2016	7/22/2016	10/24/2016		
Sanoff Pasteur Discovery Drive Turn Lane (10/24/16)	Land Devt	Prelim	1/22/2016	1/9/2017	1/16/2017	10/24/2016			

POCONO TOWNSHIP PLANNING COMMISSION
REGULAR MEETING MINUTES
October 24, 2016
7:00 P.M.

The Pocono Township Planning Commission Regular Meeting was held on October 24, 2016, at the Pocono Township Municipal Building, Tannersville, PA, and opened by Chairman Ron Swink at 7:00 p.m. followed by the Pledge of Allegiance.

ROLL CALL: Ron Swink, present; Scott Gilliland, present; Marie Guidry, present; Robert Demarest, present; Robert DeYoung, present; and Dennis Purcell, present. Jeremy Sawicki, absent.

Lisa Pereira, Solicitor and Jon Tresslar, Engineer, were present.

ACKNOWLEDGEMENT OF COMMENTS: Chairman R. Swink noted the Planning Commission meets the 2nd and 4th Monday of each month at 7:00 p.m. to 9:00 p.m. The board will address five (5) comments per plan and noted each visitor has the right to comment at this time or before any action is taken on a matter.

PUBLIC COMMENT: None

CORRESPONDENCE: None

MINUTES: S. Gilliland made a motion, seconded by R. Demarest, to approve the minutes of 09/26/2016. All in favor. Motion carried.

NEW PLANS AND SUBMISSIONS FOR PLANNING COMMISSION REVIEW:

Sanofi Pasteur Discovery Drive Turn Lane Land Development Plan - Aaron Sisler, P.E. represented the plan. Discussion followed on the proposed widening of the turn lane at the main entrance at Discovery Drive to address truck stacking. Mr. Sisler indicated that they are proposing to install a truck lane to allow trucks to be stacked on site rather than on Rt. 611. Sanofi will be required to obtain a driveway permit from PennDOT. Mr. Sisler indicated that he has met with PennDOT representatives, Tom Walters and Melissa Maupin on-site to discuss the project. No new right-of-way will be dedicated to the Township or to PennDOT. M. Guidry made a motion, seconded by R. Demarest, to accept the Sanofi Pasteur Discovery Drive Turn Lane Land Development Plan. S. Gilliland abstained from voting. All in favor. Motion carried.

FINAL PLANS UNDER CONSIDERATION:

Kinsley Minor Subdivision Plan - Plan accepted at the 04/25/2016 P.C. Mtg. **Last P.C. meeting is 12/19/2016.** Boucher & James review letter of 10/18/2016 received. Deanna Schmoyer, P.E. represented the plan. Discussion followed on the speed study that was performed. Jon Tresslar had questions regarding the speed study, specifically related to the posting of the road. In order for the Township to post the road, a formal study of the entire road would be necessary, and an ordinance would have to be prepared and adopted. Mr. Tresslar suggested that a "dangerous curve ahead" or a "hidden driveway" sign be posted. Mr. Tresslar will need an opportunity to review the speed study before providing an opinion.

R. Demarest made a motion, seconded by S. Gilliland, to recommend approval of the Kinsley Minor Subdivision Plan conditioned addressing all comments contained in Boucher & James review letter dated 10/18/2016. All in favor. Motion carried.

Kelly Minor Subdivision Plan - Plan was accepted at the 09/26/2016 P.C. Meeting. **Last P.C. meeting is 12/25/2016.** M. Guidry made a motion, seconded by R. Demarest, to table the Kelly Minor Subdivision Plan. All in favor. Motion carried.

PRELIMINARY PLANS UNDER CONSIDERATION:

Sheldon Kopelson, Commercial Development (Lot 3) - Plan was accepted at the 8/13/2013 P.C. Meeting. The configuration of the minor subdivision is dependent on the Rt. 715 realignment. Tabled at the 09/26/2016 meeting. **Last P.C. meeting is 06/30/2017.** R. Demarest made a motion, seconded by D. Purcell, to table the Sheldon Kopelson, Commercial Development (Lot 3). All in favor. Motion carried.

Spa Castle Land Development Plan - Plan was accepted at the 12/14/2015 mtg. The Planning Modules was rejected by the Commissioners. No new submissions have been received. The developer requested a temporary hold on the review of the application. **Last P.C. meeting is 04/17/2017.** D. Purcell made a motion, seconded by R. Demarest, to table the Spa Castle Land Development Plan. All in favor. Motion carried.

PRELIMINARY PLANS CONT:

Camelback Lot 13 and Hotel Land Development Plan - Plan was accepted at the 06/13/2016 mtg. Last P.C. meeting is 11/14/2017. M. Guidry made a motion, seconded by D. Purcell, to table the Camelback Lot 13 and Hotel Land Development Plan. All in favor. Motion carried.

Sanofi Pasteur Tier One Land Development Plan - Plan was accepted at the 07/11/2016 mtg. Last P.C. meeting is 11/28/2016. R. Demarest made a motion, seconded by M. Guidry, to table the Sanofi Pasteur Tier One Land Development Plan. S. Gilliland abstained from voting. All in favor. Motion carried.

SKETCH PLANS

M. Guidry discussed Sketch Plan that was presented previously for luxury apartments on Warner Road. The property has been cleared. Charles Vogt received 2 letters from Conservation District: (1) Violation letter for clearing lot and (2) Accepted R & S Plan for review. The developer has contacted BCRA for water. M. Guidry questioned ability to connect to sewer. C. Vogt indicated they are not in Act 537 area.

PRESENTATION OF VARIANCE, SPECIAL EXCEPTIONS, CONDITIONAL USE, ET AL, APPLICATIONS:

SUMMIT HEALTH CONDITIONAL USE

The Conditional Use hearing was concluded. The BOC will be meeting on November 9, 2016 to render a decision.

ADAMS OUTDOOR ADVERTISING ZONING APPLICATIONS

Corello Application - the Planning Commission has already reviewed and issued recommendation to the Zoning Hearing Board.

Casciano Application - the Planning Commission does not need to take any action (no special exception was applied for).

BROOKDALE ON THE LAKE

A Revised Petition for Zoning Text Amendment was submitted to the Township and is being referred to the MCPC for its review

POCONO TOWNSHIP PLANNING COMMISSION REGULAR MEETING, 10/24/2016
PG. 4
PRESENTATION OF VARIANCE, SPECIAL EXCEPTIONS, CONDITIONAL USE,
ET AL, APPLICATIONS CONT:

and comment. S. Gilliland noted that the Petition was not time-stamped, as is the required process in the Township.

UNFINISHED BUSINESS:

SPIRIT OF SWIFTWATER VIOLATION NOTICE - Ron Swink questioned the status of the project, specifically the notice of violation. C. Vogt indicated that he sent the violation notice to Mr. Maula. R. Swink asked about whether the setbacks were correct. R. Demarest questioned whether Maula was only constructing the first 44 units at this time.

SALDO - Final draft revisions

Discussion of Monroe County Planning Commission's recommendations. The MCPC recommended that the steep slopes go from 20% to 25%. The PC wants to keep it at 20%. The MCPC also recommended that the road classifications in Section 607.16.E be made consistent those road classifications contained in Table VI-1.

M. Guidry made a motion, seconded by R. Demarest, to leave the steep slopes at 20%. All in favor. Motion carried.

D. Purcell made a motion, seconded by S. Gilliland, to recommend that the current draft of the SALDO be adopted. All in favor. Motion carried.

NEW BUSINESS: None

COMMENTS BY AUDIENCE:

Steve Larsen, 2532 Brookdale Road, his wife, Mary-Agnes Larsen, and their neighbor, Carol Held of 2510 Brookdale Road, questioned Brookdale's new Petition for Zoning Text Amendment.

ADJOURNMENT:

D. Purcell made a motion, seconded by R. DeYoung, to adjourn the meeting until 11/14/2016 at 7:00 p.m., at the Pocono Township Municipal Building. All in favor. Motion carried.



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October 18, 2016

RECEIVED
NOV 10 2016

POCONO TOWNSHIP

Pocono Township Planning Commission
112 Township Drive
Tannersville, PA 18372

**SUBJECT: MICHAEL L. & SHIRLEY J. KELLY- MINOR SUBDIVISION REVIEW NO. 1
POCONO TOWNSHIP, MONROE COUNTY, PENNSYLVANIA
PROJECT NO. 1630026R**

Dear Planning Commission Members:

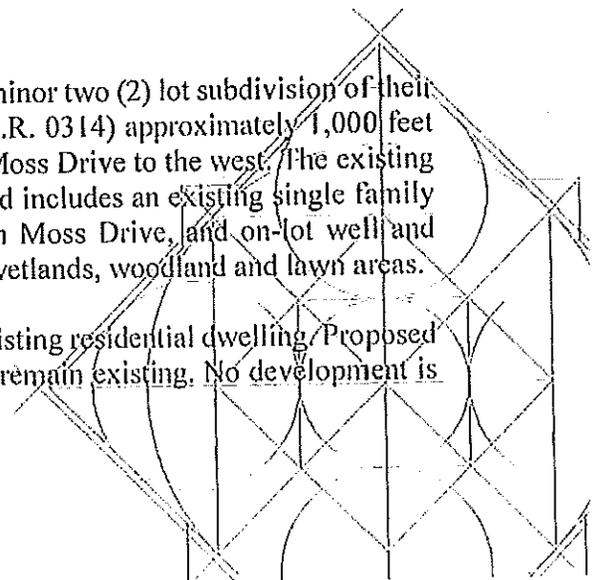
Pursuant to the Township's request, we have completed our first review of the Minor Subdivision Plan application for the above referenced project. The submitted information consists of the following items.

- Cover letter prepared by Frank J. Smith, Jr., Inc., dated September 16, 2016.
- Pocono Township Land Development Application.
- Property Deed – Deed Book 2214, Page 1563.
- Wetland Assessment Report prepared by Sparnon Wetland Services, Inc., dated September 22, 2016.
- PADEP Sewage Facilities Planning Module, Component 1, Exception to the Requirement to Revise the Official Plan.
- PADEP Request for Planning Waiver and Non-Building Declaration.
- Final Minor Subdivision Plan of Lands of Sarah L. Dyson, prepared by Martin and Robbins, dated April 13, 1993, last revised May 11, 1993.
- Minor Subdivision Plan of Lands of Michael L. Kelly and Shirley J. Kelly prepared by Frank J. Smith, Jr., Inc., dated September 9, 2016.

BACKGROUND INFORMATION

The Applicants, Michael L. and Shirley J. Kelly, are proposing a minor two (2) lot subdivision of their existing property located on the southern side of Manor Drive (S.R. 0314) approximately 1,000 feet west of the intersection with State Route 0611, and bordered by Moss Drive to the west. The existing property is located within the R-1, Residential Zoning District and includes an existing single family dwelling with an associated gravel driveway taking access from Moss Drive, and on-lot well and sewage disposal system. The remainder of the property includes wetlands, woodland and lawn areas.

Proposed Lot 1 will have an area of 9.477 acres and include the existing residential dwelling. Proposed Lot 2 will have an area of 5.846 acres (5.573 acres net) and will remain existing. No development is proposed.



In accordance with Article 6 and Section 6.255 of the Subdivision and Land Development Ordinance, the proposed subdivision is considered a minor subdivision qualifying under subparagraph 2 of said section "Any division of any part, parcel, or area of land into Lots fronting on existing public Streets." and has been reviewed as such.

Based upon our review of the Minor Subdivision, we offer the following comments and/or recommendations for your consideration.

ZONING ORDINANCE COMMENTS

1. In accordance with Section 402.B.1, the existing residential use on Proposed Lot 1 is a permitted use within the R-1 Zoning District. *Note 10 indicates the intended use of Proposed Lot 2 is for recreational and no improvements are proposed, however recreational use is not listed as one of the permitted uses within the R-1 Zoning District. The Applicant shall identify whether the intended use is active recreation, or passive recreation using the existing open space area, and Note 10 must be revised.*
2. In accordance with Section 402.C.1, the minimum lot width is 200 feet. In accordance with Section 201, lot width is defined as "the horizontal distance between the side lot lines measured parallel to the front lot line," which is "the line separating the lot from an existing or proposed street right-of-way". *The proposed lot width along Moss Drive is 143 feet on Proposed Lot 2 and approximately 54.70 on Proposed Lot 1. A variance is required to permit the proposed non-conforming lot widths.*
3. In accordance with Section 402.C.1, a 50-foot setback is required within the R-1 Zoning District. In addition, and in accordance with Section 509.A, "all accessory buildings shall be required to adhere to minimum yard dimensions established for the district in which the building is located." *The existing barn is located within the required 50-foot yard setback along Manor Drive (S.R. 0314) on Proposed Lot 2. This is an existing non-conformity which is not affected by the proposed subdivision.*

SUBDIVISION AND LAND DEVELOPMENT ORDINANCE COMMENTS

4. In accordance with Section 2.304.B.6, monuments and/or markers shall be shown on and shall be placed in accordance with Section 3.603. In accordance with Section 3.603.G, "markers must be placed at all points where Lot lines intersect Street right-of-way lines, except for Monument locations." *A marker must be placed at the intersection of the eastern property line of Proposed Lot 2 and the Right-of-Way of Manor Drive.*
5. In accordance with Sections 2.302.D.4.B, 2.302.D.6, 2.304.B.13, 3.204, 3.205, 3.614, minor subdivisions qualifying under the definition of Minor Subdivision, shall prepare and submit a complete Minor Subdivision Planning Module. *A copy of the Sewage Facilities Planning Module Component 1 was provided with a request for planning waiver and non-building declaration.*
6. In accordance with Section 2.304.14, the plan shall show the location and width of any street or other public way or parcel shown upon any adopted Township or County Plan of Development. *It is noted on the plan that the width of Manor Drive varies. The widths of Manor*

Drive (S.R. 03014) along Proposed Lot 2 must be dimensioned on the plan.

7. In accordance with Section 3.210.E, "each lot which contains wetlands, or to which access may be restricted by wetlands, shall have a note which states federal and state laws require permits for all activities which result in a deposition of fill into delineated wetlands. The note shall also state that refusal of such a permit may restrict some uses of all or portions of the lot." *Wetlands are present on proposed Lots 1 and 2. This note must be added to the plan.*

MISCELLANEOUS COMMENTS

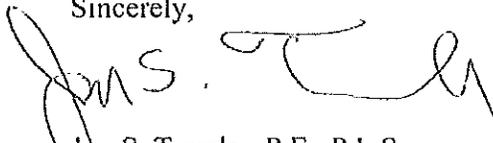
8. The Zoning Data chart shall be revised to include both the ordinance requirements and the conditions for both proposed lots.
9. The material of the existing driveways on Proposed Lot 2 must be provided on the plan.
10. The Location Plan must include two intersecting streets to better locate the project site.
11. Protective Covenant Note 4 must be revised to reference the Township Commissioners.
12. The individual and total areas shown on the Northern Christopher P. Kelly property suggests these areas are proposed. It does not appear this property is included in the application and the presentation of the areas should be revised.

We recommend the above comments be addressed to the satisfaction of Pocono Township prior to Minor Subdivision Plan Approval.

In order to facilitate an efficient re-review of revised plans, the Design Engineer should provide a letter, addressing item by item, their action in response to each of our comments.

If you should have any questions regarding the above comments, please call me.

Sincerely,



Jon S. Tresslar, P.E., P.L.S.
Township Engineer

JST/mep/cg

cc: Charles J. Vogt, Township Manager
Pam Finkbeiner, Township Secretary
Michael Tripus, Township Zoning Officer
Leo DeVito, Esquire – Township Solicitor
Lisa Pereira, Broughal & DeVito, LLP
Frank J. Smith, Jr., Frank J. Smith, Jr., Inc. – Applicant's Surveyor
Michael L. & Shirley J. Kelly – Applicant/Owner
Melissa E. Prugar, P.E. – Boucher & James, Inc.