

**POCONO TOWNSHIP PLANNING COMMISSION  
REGULAR MEETING MINUTES  
JANUARY 12<sup>th</sup>, 2015**

The Pocono Township Planning Commission Regular Meeting was held on January 12<sup>th</sup>, 2015 at the Pocono Township Municipal Building, Tannersville, PA, and opened by 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, absent; Robert DeYoung, present; and Jeremy Sawicki, present.

Lisa Pereira, Broughal & DeVito LLP, Township Solicitor; Tim Edinger, T&M Associates, Township Engineer; and Pamela Finkbeiner, Secretary were present.

**CORRESPONDENCE:** T&M's review letter for Strubert's Lot line adjustment was received.

**NOMINATION AND ELECTION OF PLANNING COMMISSION SECRETARY:** J. Sawicki made a motion, seconded by R. DeYoung, to appoint Marie Guidry as Secretary for the Pocono Township Planning Commission. All in favor. Motion carried.

J. Sawicki made a motion, seconded by M. Guidry, to appoint Pamela Finkbeiner as recording Secretary for the Pocono Township Planning Commission. All in favor. Motion carried.

**APPROVAL OF MEETING SCHEDULE FOR CALENDAR YEAR 2015:** J. Sawicki made a motion, seconded by M. Guidry, to approve the 2015 Regular meeting dates for the 2<sup>nd</sup> and 4<sup>th</sup> Monday at 7:00 p.m., unless a holiday as noted for: January 26<sup>th</sup> February 9<sup>th</sup> and 23<sup>rd</sup>, March 9<sup>th</sup> and 23<sup>rd</sup>, April 13<sup>th</sup> and 27<sup>th</sup>, May 11<sup>th</sup> and 26<sup>th</sup>\* (25<sup>th</sup> is Memorial Day), June 8<sup>th</sup> and 22<sup>nd</sup>, July 13<sup>th</sup> and 27<sup>th</sup>, August 10<sup>th</sup> and 24<sup>th</sup>, September 14<sup>th</sup> and 28<sup>th</sup>, October 13<sup>th</sup> (12<sup>th</sup> is Columbus Day) and 26<sup>th</sup>, November 9<sup>th</sup> and 23<sup>rd</sup>, December 14<sup>th</sup> and 28<sup>th</sup>. Planning Commission Workshops at the 3<sup>rd</sup> Thursday of each month except for January as follows: January 22<sup>nd</sup>, February 19<sup>th</sup>, March 19<sup>th</sup>, April 16<sup>th</sup>, May 21<sup>st</sup>, June 18<sup>th</sup>, July 16<sup>th</sup>, August 20<sup>th</sup>, September 17<sup>th</sup>, October 15<sup>th</sup>, November 19<sup>th</sup>, and December 17<sup>th</sup>, 2015. All in favor. Motion carried.

**ACKNOWLEDGE OF COMMENTS:** Chairman Ron Swink noted each visitor has the right to comment at this time or before any action is taken on a matter. All plans reviewed must be submitted 30 days in advance.

**MINUTES:** M. Guidry made a motion, seconded by B. DeYoung, to approve the minutes of the Pocono Township Planning Commission's regular meeting of 12/08/14. All in favor. Motion carried.

**NEW PLANS AND SUBMISSIONS FOR PLANNING COMMISSION REVIEW:** (None)

**FINAL PLANS UNDER CONSIDERATION:**

1. Strubert Lot Line Adjustment Plan - Plan accepted at the 12/8/14 P.C. meeting. Action date by P.C. - 2/23/15. Discussion concerning the T&M Associate review letter of 01/08/2015. P. Finkbeiner noted John Strubert requested to address the review letter at the 01/26/2015. J. Sawicki made a motion, seconded by B. DeYoung, to table the Strubert Lot Line Adjustment Plan. All in favor. Motion carried.

**PRELIMINARY PLANS UNDER CONSIDERATION:**

Sheldon Kopelson, Planned Residential Development (Lot 1) - Plan accepted at the 8/12/13 P.C. meeting. A time extension has been granted until 6/30/15. Resubmission made on 1/6/15. Engineer's review anticipated for the 2/26/15 meeting.

Sheldon Kopelson Commercial Development (Lot 2) - Plan was accepted at the 08/13/13 P.C. meeting. Conditional use hearing held on 8/18/14. Commissioners approved the conditional use at their September 15, 2014 meeting.

Sheldon Kopelson, Minor Subdivision Plan - Plan was accepted at the 08/13/13 P.C. meeting. A time extension has been granted until 6/30/15. The configuration of the Lot 3 is dependent on the Route 715 realignment. No new submission has been made.

Sheldon Kopelson, Commercial Development (Lot 3) - Plan was accepted at the 08/13/13 P.C. meeting. A time extension has been granted until 6/30/15. The configuration of the minor subdivision is dependent on the Route 715 realignment. No new submission has been made.

M. Guidry made a motion, seconded by S. Gilliland, table the Sheldon Kopelson Planned Residential Development (Lot 1), Commercial Development (Lot 2), Minor Subdivision Plan, and Commercial Development (Lot 3). All in favor. Motion carried.

**PRESENTATION OF SKETCH PLANS** -(None)

**PRESENTATION OF VARIANCE, SPECIAL EXCEPTIONS, CONDITIONAL USE, ET AL, APPLICATIONS** - (None)

**UNFINISHED BUSINESS** - Review and action on final draft of sign ordinance.

Key points:

a) Future right-of-ways - discussion on the measurement off the right-of-way for new signs. The Board concurred to establish an official road map with roadways defined and right-of-way established. The Board will work concurrently with the draft Zoning ordinance review.

b) Definition of trailer - open trailer with sign or storage trailer. The Township Zoning Officer requested a ban on open trailers which primary purpose is to advertise.

c) Testing of light levels of electronic signage - a policy will need to be set to either purchase the equipment or hire an outside company to test light levels.

d) L. Pereira will amend the electronic signage wordage to read the same in section 701.B.1.J and 701.B.2.6.

M. Guidry made a motion, seconded by J. Sawicki, to recommend the draft sign ordinance with corrections and forward the draft Sign Ordinance to the Commissioners. All in favor. Motion carried.

**OLD BUSINESS CONTINUED:**

M. Guidry asked the status of Pocono Logistics water connection. L. Pereira, Twp. Solicitor, noted the Township is in the process of approving an Ordinance to replace Ordinance 2013-03 which was rescinded.

**NEW BUSINESS: none**

**PUBLIC COMMENT: none**

**ADJOURNMENT:** J. Sawicki made a motion, seconded by B. DeYoung, to adjourn at 8:45 p.m., until 01/26/2015 at 7:00 p.m. at the Pocono Township Municipal Building, Tannersville, PA. All in favor. Motion carried.

Respectfully submitted

Pamela Finkbeiner  
Township Secretary