

AGENDA
POCONO TOWNSHIP PLANNING COMMISSION
REGULAR MEETING
FEBRUARY 12, 2018 - 7:00 p.m.

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

B. WELCOME CHAD KILBY TO PLANNING COMMISSION

C. ROLL CALL

D. NOTIFICATIONS OF COMMENTS

E. CORRESPONDENCE:

- 1) Letter of Notification of PPL Rebuild of Existing Bartonsville 138kV Transmission Tap in Monroe County, Pa.
- 2) Notice of Hearing for the Running Lane Road Vacation will be held on February 20th, 2018.

F. MINUTES: Minutes of the Pocono Township Planning Commission Meeting - 01/22/2018

G. NEW PLANS AND SUBMISSIONS FOR PLANNING COMMISSION REVIEW:

- 1) Ertle Enterprises Auto Sales LDP - Plan fees were not received.

H. FINAL PLANS UNDER CONSIDERATION:

- 1) Crossings Outlets Storage Building Final - Plans were administratively accepted at the 01/22/2018 P.C. Mtg.

I. PRELIMINARY PLANS UNDER CONSIDERATION:

1. Sheldon Kopelson, Commercial Development (Lot 3) - Plans were administratively accepted at the 8/13/2013 P.C. Mtg. The configuration of the minor subdivision is dependent on the Rt. 715 realignment. Tabled at the 01/22/2018 P.C. Mtg. A resubmission has not occurred. Deadline for P.C. consideration extended to 06/11/2018.
2. Spa Castle Land Development - Land Development on Birchwood Road. The plans were administratively accepted at the 12/14/2015 P.C. Mtg. Tabled at the 01/22/2018 P.C. Mtg. Time extension requested until 10/20/2018. Deadline for P.C. consideration is 10/08/2018.
3. Running Lane Land Development Plan and Minor Subdivision/Lot Combination Plan - The plans were administratively accepted at the 08/14/2017 P.C. Mtg. Plans were tabled at the 01/22/2018

P.C. Mtg. Time extension requested until 04/23/2018. Deadline for P.C. consideration is extended to 04/09/2018.

SKETCH PLANS:

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

PLANNING MODULES:

- 1) Planning modules for Brookdale Minor Subdivision

ORDINANCES:

- 1) Sign Ordinance Revisions

UNFINISHED BUSINESS:

NEW BUSINESS:

COMMENTS BY AUDIENCE:

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 |
|--|---------------------|--------------|-----------------------|-------------|--------------|--|---------------------|--------------------------------------|-----------------------|
| Crossings Premium Outlets Storage Building (1/22/2018) | Land Dev | Final | 4/22/2018 | 4/9/2018 | 4/16/2018 | 1/16/2018 | | For acceptance at 1/22/18 PC meeting | |
| Kopelson Lot 3 Land Development (8/13/13) | Commercial Land Dev | Prelim | 6/30/2018 | 6/11/2018 | 6/18/2018 | unknown date | 1/22/2018 | | |
| Spa Castle Land Development (Prelim) (12/14/15) | Commercial Land Dev | Prelim | 10/20/2018 | 10/8/2018 | 10/15/2018 | Planning Rev 9/9/16 Technical Rev 11/9/16 | 1/22/2018 | | |
| Running Lane LDP (8/14/17) *Submitted one application | Land Dev | Prelim | 4/23/2018 | 4/9/2018 | 4/16/2018 | 12/14/2018 | 1/22/2018 | | |
| Running Lane LDP (8/14/17) | Lot Combo | Prelim | 4/23/2018 | 4/9/2018 | 4/16/2018 | 12/14/2018 | 1/22/2018 | | |



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Christopher T. Wright

cwright@postschell.com
717-612-6013 Direct
717-731-1985 Direct Fax
File #: 171537

January 16, 2018

VIA HAND DELIVERY

Rosemary Chiavetta, Secretary
Pennsylvania Public Utility Commission
Commonwealth Keystone Building
400 North Street, 2nd Floor North
P.O. Box 3265
Harrisburg, PA 17105-3265

RECEIVED
JAN 18 2018
POCONO TOWNSHIP

Re: Letter of Notification of PPL Electric Utilities Corporation, Filed Pursuant to 52 Pa. Code Chapter 57 Subchapter G, for Approval to Rebuild the Existing Bartonsville 138 kV Transmission Tap in Monroe County, Pennsylvania
Docket No. A-2018-

Dear Secretary Chiavetta:

Enclosed for filing is the Letter of Notification of PPL Electric Utilities Corporation in the above-referenced proceeding. A CD containing a copy of the Letter of Notification and Attachments in Support of the Letter of Notification is also enclosed.


As indicated on the Certificate of Service, copies of the Letter of Notification are being served by certified mail, return receipt requested upon the involved governmental agencies, municipalities and property owners.

Subject to Commission approval, construction is scheduled to begin in April 2018, to support an in-service date of May 2019.

If you have any questions concerning this matter, please contact me at the address or telephone numbers provided above.

Rosemary Chiavetta, Secretary
January 16, 2018
Page 2

Respectfully submitted,


Christopher T. Wright

CTW/jl
Enclosures

cc: Certificate of Service
Office of Consumer Advocate
Office of Small Business, Advocate
Bureau of Investigation &, Enforcement
Robert F. Young
Paul T. Diskin
Yasmin Snowberger
Kimberly Hafner

LEGAL NOTICE

NOTICE is hereby given that the Board of Commissioners of Pocono Township, Monroe County, Pennsylvania, will consider for adoption at a Public Meeting to be held at 7:00 p.m. on the 20th day of February, 2018, at the Pocono Township Municipal Building, 112 Township Drive, Tannersville, Pennsylvania 18372, an Ordinance vacating a section of Wiscasset Avenue (TR-168-B), which is located between the existing right-of-way of state route 0611 and property owned by Running Lane, LLC, identified by Monroe County Tax Code No. 12/11/1/10 and PIN No. 12636404744153. Copies of the proposed Ordinance are available for review at the Pocono Township Municipal Building located at 112 Township Drive, Tannersville, Pennsylvania 18372, during normal business hours.

Leo V. DeVito, Jr., Solicitor
Pocono Township
38 West Market Street
Bethlehem, PA 18018



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610-419-9407
Fax 610-419-9408

www.bjengineers.com

February 9, 2018

Pocono Township Planning Commission
112 Township Drive
P.O. Box 197
Tannersville, PA 18372

**SUBJECT: ERTLE ENTERPRISES, INC.
LAND DEVELOPMENT PLAN COMPLETENESS REVIEW
POCONO TOWNSHIP, MONROE COUNTY, PENNSYLVANIA
PROJECT NO. 1730060R**

Dear Planning Commission Members:

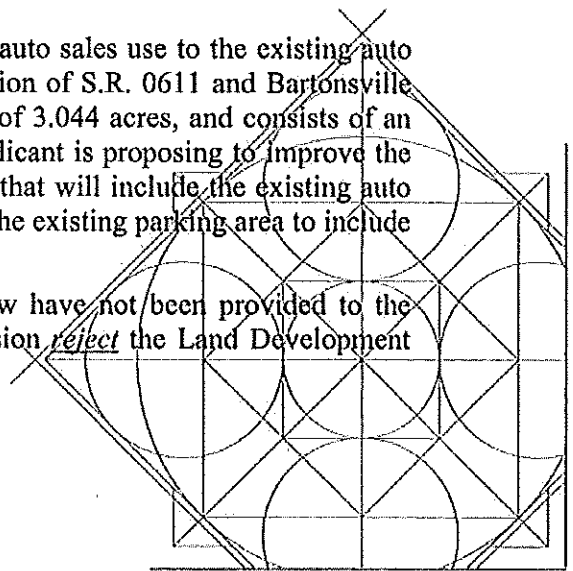
Pursuant to the Township's request, we have completed a completeness review of the Ertle Enterprises Land Development Plan submission. The submitted information consists of the following items.

- Cover Letter prepared by Stonefield Engineering & Design, dated January 19, 2018.
- Pocono Township Land Development Application.
- Appendix G, Request for Modifications of Sections 406.2, 406.3, 406.3.B, 406.3.C, 406.3.D, 406.3.E, 406.3.F, 406.3.G, 406.3.H, 406.3.I, 406.3.L, 601.1.F, 615.2, 615.3, 615.4, 615.6, 615.9, 902.1.A, 902.1.B, 902.1.F, and 902.3.B.
- Land Development Plan for Ertle Enterprises prepared by Stonefield Engineering & Design, dated January 18, 2018.

BACKGROUND INFORMATION

The Applicant, Ertle Enterprises, Inc., is proposing to add an auto sales use to the existing auto repair business located on the northern corner of the intersection of S.R. 0611 and Bartonsville Avenue (T.R. 625). The existing property has a net lot area of 3.044 acres, and consists of an existing building and parking area that will remain. The Applicant is proposing to improve the existing property with the addition of a proposed sales office that will include the existing auto repair shop with three (3) work bays, and office, and improve the existing parking area to include an additional 82 display parking spaces.

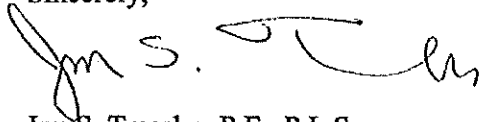
The Land Development Application Fee and required Escrow have not been provided to the Township. Therefore, we recommend the Planning Commission *reject* the Land Development Plan.



Pocono Township Planning Commission
February 9, 2018
Page 2 of 2

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: Donna Asure – Township Manager
Pam Tripus – Township Secretary
Michael Tripus – Township Zoning Officer
Leo DeVito, Esquire – Township Solicitor
Lisa Pereira, Broughal & DeVito, LLP
Charles D. Olivo, P.E., Stonefield Engineering & Design, LLC – Applicant’s Engineer
Jonathan Istranyi, P.E., Stonefield Engineering & Design, LLC – Applicant’s Engineer
John Penney, Pocono Gas Stations, Inc. – Property Owner
James P. Ertle, Ertle Enterprises, Inc. – Applicant
Melissa E. Prugar, P.E. – Boucher & James, Inc.

POCONO TOWNSHIP PLANNING COMMISSION
REGULAR MEETING
JANUARY 22, 2018 - 7:00 p.m.

DRAFT

The Pocono Township Planning Commission Regular meeting was held on January 22nd, 2018 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; Dennis Purcell, present; Bob DeYoung, present; Marie Guidry, present; and Jeremy Sawicki, present;

Lisa Pereira, Twp. Solicitor; Jon Tresslar, Twp. Engineer; Donna Asure, Twp. Manager; and Pamela Tripus, Twp. Secretary/Recording Secretary were present.

MOTION TO RATIFICATION OF MEETING TIMES AND DATES D. Purcell made a motion, seconded by M. Guidry, to ratify the Planning Commission Meeting times and dates as the 2nd and 4th Mondays, excepting holidays when the meeting will be moved to Tuesday, at 7:00 p.m. All in favor. Motion carried.

NOTIFICATIONS OF COMMENTS - None

CORRESPONDENCE: None

MINUTES: S. Gilliland made a motion, seconded by D. Purcell, to approve the minutes of the 01/08/2018 PC meeting. All in favor. Motion carried.

NEW PLANS AND SUBMISSIONS FOR PLANNING COMMISSION REVIEW:

- 1) Crossings Outlets Storage Building Final - Deanna Schmoyer, Borton Lawson, Inc. represented the plan. The land development plan was the storage shed was previously approved. D. Schmoyer explained that changes were made to the landscaping and parking space. Due to the minor changes to the plan, she requested the plan be considered as a Final and reviewed as per the previous SALDO. J. Tresslar, Twp. Engineer, noted it was acceptable if the Board approved. J. Sawicki made a motion, seconded by S. Gilliland to accept the Crossing Outlets Storage Building Final and to authorize the Twp. Engineer to review the plan under the requirements of the previous SALDO. All in favor. Motion carried.

DRAFT

FINAL PLANS UNDER CONSIDERATION:

- 1) Auto Sales Lot for Homes of the Poconos, LLC - The original plan received preliminary approval approximately ten years ago as an Auto Sales Lot. The Applicants have resubmitted the the original plan as the final LDP. J. Tresslar reviewed his letter of 01/18/2018.
D. Purcell made a motion, seconded by M. Guidry, to recommend approval of the Auto Sales Lot for Homes of the Poconos, LLC, conditioned upon satisfying the Township Engineer's letter dated 01/18/2018. All in favor. Motion carried.

PRELIMINARY PLANS UNDER CONSIDERATION:

1. Sheldon Kopelson, Commercial Development (Lot 3) - Plans were administratively accepted at the 8/13/2013 P.C. Mtg. The configuration of the minor subdivision is dependent on the Rt. 715 realignment. Tabled at the 01/08/2018 P.C. Mtg. A resubmission has not occurred. Deadline for P.C. consideration extended to 06/11/2018. B. DeYoung made a motion, seconded by D. Purcell, to table the Sheldon Kopelson Commercial Development (Lot 3). All in favor. Motion carried.
2. Spa Castle Land Development - Land Development on Birchwood Road. The plans were administratively accepted at the 12/14/2015 P.C. Mtg. Tabled at the 01/08/2018 P.C. Mtg. Time extension requested until 10/20/2018. Deadline for P.C. consideration is 10/08/2018.
D. Purcell made a motion, seconded by S. Gilliland, to table the Spa Castle Land Development Plan. All in favor. Motion carried.
3. Running Lane Land Development Plan and Minor Subdivision/Lot Combination Plan - The plans were administratively accepted at the 08/14/2017 P.C. Mtg. Plans were tabled at the 01/08/2018 P.C. Mtg. Time extension requested until 04/23/2018. Deadline for P.C. consideration is extended to 04/09/2018.
J. Sawicki made a motion, seconded by D. Purcell, to table the Running Lane Land Development Plan and Minor Subdivision/Lot Combination Plan. All in favor. Motion carried.

SKETCH PLANS: R. Swink questioned the status of the Ertle Sketch plan and if it will comply with the Twp. Engineer's letter. P. Tripus noted the Township had not received the land development plan and application.

PRESENTATION OF SPECIAL EXCEPTIONS, CONDITIONAL USE, ET AL, APPLICATIONS: None

ORDINANCES:

- a) SALDO Revisions - L. Pereira, Twp. Solicitor, explained the amendment to the SALDO. J. Sawicki made a motion, seconded by D. Purcell, to recommend for approval the amendment to SALDO Ordinance 77, Section 1, Article IV, Section 408.9 - Master Sign Plan. All in favor. Motion carried.
- b) Sign Ordinance - L. Pereira, Twp. Solicitor, reviewed the proposed changes to Ordinance No. 110:
- 1) Article VII, Section 701.A.6 - "No sign shall be illuminated between the hours of 10:00 p.m. and 6:00 p.m." S. Gilliland noted all signs externally lighted at night must be shielded. Discussion followed on businesses opened passed 10 p.m. J. Sawicki made a motion, seconded by S. Gilliland, to remove Section 701.A.6 from the amendment. All in favor. Motion carried.
 - 2) Article VII, Section 704.B.3 - To change the limit of facades which signs can be placed to state "A single non-residential building shall be limited to having a sign or signs on no more than four (4) building facades". Discussion followed. The board concurred to maintain Section 704.B.3 at three (3) facades.
 - 3) Article VII, Section 704.C.2 - "Billboards height" Discussion followed on the height of billboards. The board recommended the average height for a Billboard's viewable surface be 30' from the roadway surface.
 - 4) Article VII, Section 704.C.3 - The minimum spacing between Billboards. S. Gilliland noted the board had addressed this in a previous draft to be 300'. The Board recommended the minimum spacing be set at 300' between signs.
 - 5) Article VII, Section 704.E.1 - "One (1) Monument Sign identifying each main entrance location, displayed toward a street to which it has permitted access." Michael Tripus, Zoning Officer explained a business may have more than one main entrance such as the Crossings Outlets and currently only one monument sign is allowed. The Board agreed to recommend adding of the word "each".

6) Ordinance No.110 - "Use Schedule" - amended to add "Billboards" as a conditional use in R-D, C, and I zoning district. The Board agreed to the change.

7) Section 902.C - L. Pereira explained the Section was unenforceable and will be deleted. The Board agreed.

L. Pereira, Twp. Solicitor, will revise the draft.

UNFINISHED BUSINESS: None

NEW BUSINESS: None

COMMENTS BY AUDIENCE: None

ADJOURNMENT: J. Sawicki made a motion, seconded by D. Purcell, to adjourn the meeting at 8:05 p.m. until 02/12/2018. All in favor. Motion carried.

DRAFT



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February 8, 2018

Pocono Township Planning Commission
112 Township Drive
P.O. Box 197
Tannersville, PA 18372

**SUBJECT: THE CROSSINGS PREMIUM OUTLETS STORAGE BUILDING
FINAL LAND DEVELOPMENT REVIEW NO. 1
POCONO TOWNSHIP, MONROE COUNTY, PENNSYLVANIA
PROJECT NO. 1630007B**

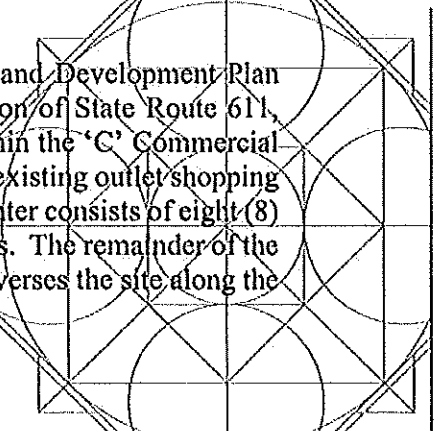
Dear Planning Commission Members:

Pursuant to the Township's request, we have completed our first review of the Crossings Premium Outlets Maintenance Building Final Land Development Plan Application. The submitted information consists of the following items.

- Pocono Township Land Development Application.
- Appendix G, Request for Modification from Sections 303.I.8.a, b, and c of the Stormwater Management Ordinance.
- Wetland Evaluation prepared by Borton-Lawson, dated June 2, 2016.
- Pocono Township Sewer Treatment Capacity Letter prepared by Boucher & James, Inc., dated September 22, 2016.
- Will Serve Letter prepared by Brodhead Creek Regional Authority, dated August 29, 2016.
- Erosion and Sediment Control & Post-Construction Stormwater Management Plan Report prepared by Borton-Lawson, dated December 8, 2017.
- Final Land Development Plan (Revisions to the Previously Approved Preliminary/Final Land Development Plans) for The Crossings Premium Outlets Maintenance Building prepared by Borton-Lawson, dated June 3, 2016.

BACKGROUND INFORMATION

The Applicant, Chelsea Pocono Finance, LLC., has submitted a Final Land Development Plan Application for The Crossings Premium Outlets located at the intersection of State Route 611, State Route 715, and Sullivan Trail. The existing property is located within the 'C' Commercial Zoning District, has an area of approximately 48 acres, and consists of an existing outlet shopping center with access to State Route 611 and Sullivan Trail. The shopping center consists of eight (8) retail buildings and associated parking as well as several small outbuildings. The remainder of the property consists of open space and a section of the Pocono Creek that traverses the site along the eastern property line.



A Preliminary/Final Land Development Plan for a proposed 1,800 square foot maintenance building was submitted and approved by the Board of Commissioners at its meeting held on August 15, 2016. The newly submitted Final Land Development Plan is a revision to the approved Preliminary/Final Land Development Plan.

The maintenance building and associated parking have been constructed and Punchlist No. 1 was issued on August 31, 2017. Punchlist No. 1 noted items incomplete including, but not limited to, paved parking spaces, curbing, and landscaping. The following are changes shown on the Final Land Development Plan which will negate items listed in Punchlist No. 1 and approved on the Preliminary/Final Land Development Plan.

The Township Planning Commission has determined that the review of this new Final Plan submission will be conducted under the previous Subdivision and Land Development Ordinance.

Based on our review of the above information, we offer the following comments and/or recommendations for your consideration.

The following are the changes to the approved Preliminary/Final Land Development Plan as shown on the submitted Final Land Development Plan.

1. The approved curbing along the northern and western sides of the maintenance building is no longer proposed. *It should be noted that the proposed curbing was not constructed and was discussed in Punchlist No. 1. Bollards have been installed on the western and southern corners of the maintenance building. The Township shall determine if the previously approved curbing should be provided. Our opinion is it is not necessary in this location.*
2. One (1) paved parking space is added, creating a total of five (5) paved parking spaces adjacent to the maintenance building. *No action is required.*
3. The twenty-one (21) approved Inkberry shrubs have been replaced with one (1) Flowering Cherry tree, three (3) Bearberry shrubs, three (3) Green Velvet Boxwood shrubs, and four (4) Winterberry shrubs. A total of eleven (11) trees and shrubs are now proposed. *It should be noted that the proposed landscaping has not been installed and was discussed in Punchlist No. 1. The Township shall determine if they will require additional landscaping to meet what was previously proposed.*

SUDVISION AND LAND DEVELOPMENT ORDINANCE COMMENTS

4. In accordance with Sections 2.106 and 2.107, the initial plan submitted to the Planning Commission for review shall be considered the official Preliminary Plan. After approval of the Preliminary Plan, the Final Plan shall be submitted to the Planning Commission. *A waiver is required for the submission of the Final Plan. It is noted that a waiver was granted with the previously approved Preliminary/Final Plan.*

BRODHEAD AND MCMICHAEL CREEKS STORMWATER MANAGEMENT ORDINANCE COMMENTS

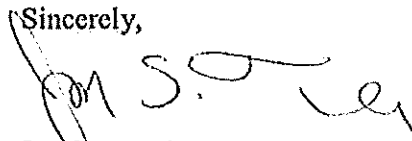
5. In accordance with Section 303.I.8, a 75-foot stream buffer shall be provided along the

Pocono Creek. Improvement within the buffer is permitted only if a Modification is first granted by the Board of Commissioners. *The Applicant has submitted a Request for Modification to allow the proposed land development within the 75-foot stream buffer. The proposed Storage Shed is located within the footprint of the razed sanitary sewer treatment building. It is noted that a waiver was granted with the previously approved Preliminary/Final Plan. We have no objection to this request.*

We recommend the above comments be addressed to the satisfaction of Pocono Township prior to the approval of the Final Land Development Plan.

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: DonnaASURE – Township Manager
Pam Tripus – Township Secretary
Michael Tripus – Township Zoning Officer
Leo DeVito, Esquire – Township Solicitor
Lisa Pereira, Broughal & DeVito, LLP
Deanna L. Schmoyer, P.E. – Applicant's Engineer
Chelsea Pocono Finance, LLC – Owner/Applicant