

THE TOBYHANNA TOWNSHIP PLANNING COMMISSION
REGULAR BUSINESS MEETING
SEPTEMBER 7, 2017

The Regular Business Meeting of the Tobyhanna Township Planning Commission was held on September 7, 2017 at the Tobyhanna Township Government Center Building, 105 Government Center Way, Pocono Pines, Pennsylvania, 18350.

Present were Mark Sincavage, Patricia Rinehimer, Anne Lamberton, Brendon Carroll, and Solicitor Jonathan Reiss. Michelle Bisbing was not present.

1. Chair Mark Sincavage called the meeting to order at 5:33PM.
2. Brendon Carroll has a correction for the minutes. Under new business, page 1, “Jason Honesty” is spelled incorrectly. With that correction, Anne Lamberton moves to accept the meeting minutes for the July 6, 2017, Regular Business Meeting. Brendon Carroll seconds. Vote: Mark Sincavage abstains because he was not present, all else in favor; minutes accepted.
3. New Business
 - a. Laminated Materials Minor Subdivision – Brick Linder of Linder Engineering. Brick Linder states that this subdivision turns three lots into two, and reconfigures a lot line so an existing driveway is on the correct parcel. This would clean up an access issue with the adjacent property. The crosshatched area on the plan delineates an access easement, because both plots share the same driveway. This would also provide maintenance provisions for the shared road.

Also part of the application are miscellaneous items. One of them is a request of a waiver for submitting an HOP, because the existing driveway does not have one. The Planning Commission recommends applying for an HOP.

Anne Lamberton motions to approve the preliminary final recommendation of the Laminated Materials minor subdivision, subject to the letter of the township engineer, dated September 1, 2017 with the recommendation for waivers to SALDO sections 135-12.D.2, 135-15.A.15, 135-17.1, 135-17.L, 135-15A.25, and 135-17.F. The commission recommends that track number two applies for an HOP. Brendon Carroll seconds. Vote: all in favor; motion carries.

4. Old Business
 - a. Blakeslee Overlay. Maureen Minnick presents the final draft from Ann Hutchinson. There was a public hearing in June, and we are now prepared to proceed. Proposed changes:

155-106.9.A.2.f. Bob McHale suggests altering Public Art. McHale suggests deleting the public art section entirely.

155-106.9.C.3.a McHale suggests altering the language about business entry ways, specifically changing “shall” to “may,” or coming up with different language. He does not want people having to walk around the entire building to access the front entrance if parking is in the rear. Having two entrances: one on the street and a secondary entrance for parking, would allow easier people flow. Anne Lamberton suggests that both entrances could be designed as main entrances. Jonathan Reiss states that section “a” mandates having a front entrance on the street side. Pedestrian crossing will be available at signalized intersections. Mark Sincavage suggests that the primary entrance shall be on the street side, and the secondary entrance shall reflect the design of the main entrance.

155-16.1.C.1.k – McHale suggests changing the apartment buildings section. The suggested change is to alter “minimum of 30% of the first floor area is devoted to retail uses” to “minimum of 30% of the first floor area is devoted to commercial uses.” This alteration would allow for hair salons and service businesses. Maureen Minnick states that the point of this is to stop the bottom floors of buildings from being office space; we want a walkable district. Discussion over changing the minimum percentage ensues. Mark Sincavage discusses the differences between retail and services, and suggests using “retail use and personal services” instead of “commercial.”

155.106.9.B McHale suggests the alteration of large scale additional requirements – minimum parking. He suggests deleting “If applicant provides more parking... specimen trees over 18” caliper.”

Johnathan Reiss returns to public art, and states that it is for large scale uses. Anne Lamberton states that you cannot dictate taste, and the large sculptures can be ugly. McHale suggests the need of a committee if public art is allowed.

155.106.9.D.3 McHale suggests alteration of roofs. Parapets are generally used to block AC units. Allowing an additional 50% of the structure height to be a parapet may be too large with taller buildings; he suggests adding that the parapet shall not exceed 50% of the building height, and shall not exceed 10 ft.

135-26A.C.2.a. McHale discusses that it seems that this requires a developer to put trees on each side of the street. Jonathon Reiss states we cannot require off-site improvements, so a developer cannot be required to put trees on the other side of the street.

135-26A.D.1.g McHale likes the inclusion of the alternative, iv.

135-26A.F.5, McHale suggests we should designate someone to determine dead trees. Jonathan Reiss states that the township could get an outside consultant.

135-26A.F.6, McHale states that the May 1 – November 15 window is unreasonable in this area. The suggested alteration is “May 1 – October 15.”

Maureen Minnick states that this must be completed by the end of the year, due to grant issues and the necessity of a public hearing, because the commission is planning a map change and rezoning.

15516.1- B, Brendon Carroll suggests crossing out “be.” Thus, it should read “The standards in this article shall apply to all...”

5. New Business

- a. Letter for Pocono Summit West Realignment – Autumn Canfield. Autumn Canfield extends an invitation to the ESU 2030 Economic Outlook Summit to the board. Autumn Canfield suggests a potential quarterly joint meeting with the Board of Supervisors to keep everyone updated on all current projects. The commission agrees, and plans for such a meeting sometime in October.

Autumn Canfield states that the township is trying to procure an LSA grant for the reconstruction of the Stillwater entrance, and needs a letter from the local planning commission saying that the grant conforms to the township’s comprehensive plan and zoning ordinances. The project is \$995,000, which includes wetland mitigation and the relocation of Stillwater Estates’ mailboxes.

Anne Lamberton states that the residents of Stillwater Estates are in favor of the plan. Bob McHale adds that the final plan will have landscaping, sidewalks, and street lights, and the right of ways will accommodate for these items. The commission discusses the proposed new entrance to Stillwater, and reaching out to local companies to assist with funding. The commission discusses possible future development of the 940-380 area. Anne Lamberton motions to approve and sign the letter, Brendon Carroll seconds. Vote: all in favor; motion carries.

6. Public Comment

- a. None

7. Mark Sincavage adjourns the meeting at 6:52PM.

Minutes recorded by Julia Heilakka