

THE TOBYHANNA TOWNSHIP BOARD OF SUPERVISORS  
Work Session Notes  
March 6, 2017

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The work session was called to order by John Holahan at 8:00 a.m. in the meeting room of the Tobyhanna Township Municipal Building, 105 Government Center Way, Pocono Pines, PA.

Present were Supervisors John J. Holahan III, Heidi A. Pickard, Brendon Carroll and Township Manager John Jablowski Jr, Zoning Officer Maureen Minnick and Public Works Ed Tutrone.

Absent from the work session were Supervisors Anne Lamberton and John Kerrick.

Pledge of Allegiance was recited.

1. **Solicitor Report**  
No report.

2. **Old Business**

- A. **Amendment to Zoning Ordinance - Sign Regulations**

Mr. Jablowski states that there are a few enhancements to the proposed sign ordinance: Digital billboard exchange; creation of scenic byways; removed unnecessary and duplicative definitions; add some more language to sign authorization, replacement or repairs; clarify some of the language in the R districts and open space; roof signs that correspond with the signs of the buildings; language regarding some free standing sign; criteria on CEVMS signs; maintenance of billboard signs of 200 square foot; incorporate sign language into the current sign ordinance; and clarify some of the language regarding permitting of signs.

Ms. Pickard asks about the CEVMS signs. Ms. Minnick explains that some information for regular billboards got put into the information for digital billboards and she is going to clarify it. Mr. Jablowski states they would like to put it all in place and then send it to the Board for approval.

Ms. Pickard asks for explanation of the digital billboard exchange program. Ms. Minnick elaborates that she has

denied some interested parties who have applied for digital billboards. There is a program that instead of allowing digital billboards across the board, it gives out two or three regular billboards for one digital billboard. Ms. Pickard reminds that the township does not allow them in commercial. Mr. Jablowski states that they wouldn't be allowed in the R district, just in C and CI. Ms. Minnick states that right now there are 40 billboard signs mapped out. The majority of them are on 115 and 940 in the commercial area and the others are down passed Lake Naomi on 940, some of them are in residential. Ms. Pickard states that she needs more information on it because several hundred people wrote letters claiming they did not want them on 940 and she can't support it because they promised the people they would not put them in. Mr. Jablowski states they would not be in the residential zones, and it would reduce the overall number of billboards by taking 2 regulars for one digital.

Mr. Holahan requests that Ms. Minnick use Google Maps and show each billboard on a map for the board to look at. Ms. Minnick states she is in the process of doing that. Mr. Jablowski states they will come back with suggestions on the overall effort to reduce total number of billboards.

**B. Billboard Overlay**

Ms. Minnick explains that if we've already done the commercial, commercial industrial overlay for the interstate, if we allow it in a commercial we'd have to allow it in all the districts. Ms. Pickard asks why we can't have that whole corridor in overlay? Mr. Jablowski states that it could be rezoned as a V district and that the rules under the Village district allow for that. Ms. Pickard asks why not have a billboard overlay district in Blakeslee or 115? Mr. Holahan agrees with Mr. Jablowski in possibly creating another zoning. Mr. Carroll states that the regulations for billboards are so limiting. Ms. Pickard states she would have to see the specifics before she could make a decision that she feels comfortable with.

**C. Amendment to Zoning Ordinance - Exemption from Land Development**

Mr. Holahan and Mr. Carroll went through the township design guidelines and cleaned this up quite a bit. Ms. Minnick went back through the ordinance to make it easier for people to use. There were two items that were not in

there. One is the location of full description of all proposed landscaping and the location and type of storm water retention areas along with the calculations. Mr. Holahan suggests creating a checklist for the supervisors to look at. Ms. Minnick said she would put on a list and email to the supervisors.

Mr. Carroll states that third paragraph, last sentence, it says Article 2 but should be Article 3. Mr. Holahan states that with that change it is okay to take to the next meeting and Solicitor Mr. Reiss can advertise it.

**D. Amendment to SALDO - Exemption from Land Development**

Discussion takes place that this amendment too can be advertised.

**E. Tobyhanna Township Design Guidelines**

Board of Supervisors will take this up in April.

**3. New Business**

**A. Consider Agreement of Stipulation - Land Use Appeal for 580T, LLC, Stoney Hollow Road TM# 19/8/1/26**

Ms. Pickard asks if we've moved forward with changing some of the height regulations. Mr. Jablowski answers not yet but are discussing doing that but need to make a decision on 580T; whether we move the R1 district to conform with this. Mr. Carroll states that the height restriction should be the same throughout the township.

Ms. Minnick had a meeting with property owners' associations. Mr. Carroll brings up that private community can put more restrictions than what we have within their community. Ms. Minnick explains that from 1995 the zoning regulation in the RR was as 38 feet. R1 has 25 setback, R2 has 15 setback, and RR has 40 setback. Ms. Pickard asks to clarify that the 580T was a RR, Ms. Minnick answers that it is a R1.

Mr. Carroll states that he thinks that is should be consistent 38 feet throughout. Mr. Tutrone explains that Lake Naomi has 29 feet from the natural grade where in the township is finished grade. Ms. Pickard asks why not keep it simple and make it 38 feet across the board. Mr. Carroll and Mr. Holahan

agree. Mr. Tutrone explains that the issue is that with the 580T they had to do the 28-foot road for one house, not commercial use. One stipulation when they did the appeal was that if they built another house but using the same driveway it would have to come up to the standard and widened out to the International Fire Codes or they need to access it from another driveway at another point. Ms. Minnick brings up that there is also a requirement to install sprinklers if the height is 40 feet. Mr. Tutrone states that is under the Fire Codes.

Ms. Pickard made motion to change the ordinance to 38 feet across the board. Brendon seconds. Vote: All in favor. Motion carried.

Ms. Pickard made motion that Mr. Reiss not file the brief for 580. Mr. Carroll seconds. Vote: All in favor. Motion carried.

Ms. Minnick brings up that the 580 group wants to build as soon as they can and asks if this will delay their timeline. Mr. Jablowski explains that the Board is not contesting their appeal. 580T can still move forward.

**B. Hike and Bike Trail Presentation - Mark Spatz, HRG Engineering**

Mr. Mark Spatz from HRG Engineering gives presentation on proposed Hike and Bike Trail. Trail would run the WB&E line and then tie into 940 and travel along the shoulders of 940 up to Blakeslee and then end at the Blakeslee Recreation Area.

In the process of talking with PennDOT regarding signage, requesting post delineators just to see what that would entail, would like to designate the area so bikers feel safe. There is 9.6 miles along 940 and 1.8 miles of the old WB&E line. Could take approximately 6 months to get through the PennDOT system and will eventually need plans to present to PennDOT.

Mr. Jablowski asks if the lane will be on both sides of the road and Mr. Spatz answers yes but that if there had to be a choice to have it on one side or the other he would recommend the north side of the road. He also states that the bike lane would require maintenance and would have to be swept of loose rocks from path once or twice a year.

Grant funding through DCNR requirement is 2% cross slope for handicap accessibility. Mr. Tutrone states that he believes that the shoulder slopes are all 2%. Mr. Spatz noticed that some areas look more than others.

Mr. Spatz presents that they are also looking at including crossings at some areas where businesses/coffee shop/retail are located. Mr. Spatz states that they are waiting right now for PennDOT but hope to have proposals for next meeting. Ms. Pickard asks about lowering speed limit and Mr. Holahan agrees. Ms. Pickard suggests it would be good to present to PennDOT at the same time.

Mr. Holahan brings up that there are already a lot of bikers using it and Mr. Tutrone agrees that groups are attracted to this area. Mr. Spatz states that for the grant application, they are in the process of that and will have a resolution for approval at the meeting on the 13<sup>th</sup> and then will get a template letter of support. Mr. Spatz asks who the board thinks they could get letters of support from. Ms. Pickard suggests the school district, The Wildelife, The Nature Conservancy, legislators and municipalities surrounding that. Mr. Holahan adds the POAs in the community. Mr. Spatz will draft up a template for Mr. Jablowski that the township could modify. Mr. Spatz mentions they will be contacting the bike shop about trail markings and signage.

#### **4. Department updates:**

##### **A. Public Works**

Gordon Lane, 180 tons of stone put on it has worked out very well. The stone was paid for by Conservation District. Mr. Tutrone putting together the labor amount used in completing and they will pay for that as well. Middle Smithfield has a power rake of some sort that will be used in the spring to come churn up the 2B that was put on top and tighten it up. Will present more next meeting.

Received four bids for equipment through Penn Bid. Gerhardt Brothers Services and Reilly Sweeping only bid on one or two pieces of equipment and required to bid on all pieces of equipment. Papillion & Moyer's bid was 180,080.40. The H&K Group was 207,068.40. Mr. Tutrone has forwarded to Mr. Jablowski to send to Mr. Reiss to look

over. Mr. Holahan asks how it compares to last years. Mr. Tutrone claims that it seems the pricing on the items they did not use last year decreased and the pricing on the items they did use increased. Ms. Pickard asks if the numbers can be put on a spreadsheet to compare last years. Mr. Tutrone says that can be done. Mr. Jablowski suggests that they need to determine exactly what we want put on the list. Mr. Tutrone states that 60 to 75 percent on the proposals we don't need, but claims that it is on there for the chance we might need it. Mr. Jablowski suggests having subcontractors do other things while our guys work on this work. Ms. Pickard asks that we get an idea of how many miles of road we are going to do and then we can price out the projects so that we know what we need. Mr. Tutrone states that we can partner with subcontractors to do base repairs and drainage but the overlay could be bid out. Mr. Jablowski suggests getting together the list of roads and he and Mr. Tutrone will look at the list and determine what can be bid out and what can be done in house.

Mr. Holahan asks is there anything being done to the bridge by 940. Mr. Tutrone said he talked to PennDOT who said they thought it was completed. They need five consecutive days of above 50-degree weather to get started again.

Mr. Tutrone adds that Locust Ridge Road will be closed for about five weeks and that Arrowhead made a detour through their development. March 21 start. Mr. Tutrone will send out PennDOT information.

**B. Zoning**  
No report.

**C. Finance**  
The liquid fuels were around \$315,000. New ESSA bank account and closed the account at Landmark, which leaves three or four accounts at Landmark. Will be moving the Municipay that was in the Landmark account which will allow us to close another account. We will leave the sewer account open. There is one CD coming due for \$104,000 under Morgan Stanley and we're moving that into PLGIT Prime. In March, two or three more CDs coming due.

Ms. Pickard states that the economic dinner is on Tuesday the 21<sup>st</sup> and that she is now the Vice Chair of the Monroe

County Tax Collection Committee. They renewed the Reilly audit and will probably be rolling over the Berkeimer contract.

5. Public Comment

Mr. Jablowski comments on property owner who owes close to \$7,000 in fees, brought in a check for \$1500 and has agreed to pay \$500 a month through August to settle, which includes legal fees.

Mr. Jablowski and Ms. Pickard are working to settle as much outstanding as they can.

6. Ms. Pickard made motion to adjourn meeting. Mr. Carroll seconds. Vote: All in favor. Meeting adjourned at 9:26 a.m.

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Notes recorded by Debra S. Jean.

Respectfully submitted:

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JOHN J. JABLOWSKI, JR, MPA TOWNSHIP SECRETARY