

TOBYHANNA TOWNSHIP PLANNING COMMISSION
REGULAR BUSINESS MEETING
SEPTEMBER 2, 2021

The September 2021 Regular Business Meeting of the Tobyhanna Township Planning Commission (“Commission”) was held on September 2, 2021, via the platform GoToMeeting due to the COVID-19 pandemic.

Present are Marlin “Sam” Keiper, Rachel Schickling, Edwin Miller, Michelle Bisbing, and Alfred Kerrick. Also present are Solicitor, Harry Coleman, Zoning Officer, Abbey Spector, and Township Engineer, Bob McHale.

1. Sam Keiper calls the meeting to order at 6:00PM. A quorum is present.
2. The Pledge of Allegiance is recited.
3. Public comment on agenda items: none
4. Minutes
 - a. Consider the Minutes of the August 5, 2021 Planning Commission Regular Business meeting [Item taken out of order]: Ms. Schickling motions to approve the minutes. Mr. Kerrick seconds. Vote carries 3-0. Ms. Bisbing and Mr. Miller abstain due to absence.
 - b. Consider the Minutes of the August 12, 2021 Planning Commission Work Session meeting [item taken out of order]: Ms. Bisbing motions to approve the minutes. Mr. Miller seconds. Vote carries 4-0.

5. Old Business

a. Active Applications

i. Pocono Pines Self Storage-

Sarah Bue Morris and Brian Courtwright are present to represent the group. She provides handouts and new plans to the Commission that were brought to the meeting.

Ms. Morris provides the sign design as well as the color scheme for the building. Hunter green and light stone are planned.

Ms. Morris indicates plans are forthcoming for review and a response letter for the engineer review is provided. The concerns have been addressed.

The professionals have been unable to review plans as they are seeing them for the first time.

The storage unit of concern that did not meet setbacks has been eliminated. The gate was moved further back to accommodate stacking

distance for a truck and trailer or two cars. The plan was noted to reflect manufacturer info once gate is selected.

A secondary emergency gravel entrance was added and is shown with a locked gate. The location was chosen based on the ease of installing and covering a pipe.

Ms. Morris explains easements were added. Fencing was added. The plan was noted to express that the contractor needs to get the invert of the pipe and it has been undetermined at this point. Mr. Keiper asks if the pipe is buried. It is confirmed it is buried. Mr. McHale explains upon investigation, there appears to be an extension on the Township pipe and it is unclear how or when it was added as there are no records. There is backwater in the pipe. Ms. Morris explains that a doghouse manhole is proposed. Mr. McHale wants to review with DPW and explains that the group has to figure out the crossing of private property.

Architectural plans for the office area have been created but were not brought to the meeting. There is a handicap assessable bathroom that can be accessed from both inside and outside the office.

There were some catch basins that needed to be moved. A new stormwater report is forthcoming. The sign was moved as it was shown in an easement. Mr. Keiper explains that will be addressed by zoning officer separately.

Mr. Keiper recommends tabling of plan as professionals and commission have not been able to review since it was just submitted. The group requests this be reconsidered as they want to construct this year and time is becoming a concern. They request a conditional approval.

Mr. Keiper asks if Mr. McHale has any comments. He does not as he has not reviewed it. Ms. Schickling would be comfortable approving subject to Mr. McHale's review.

It is suggested to go through the engineer review letter item by item and discuss the action taken by the group to address the comments.

The clear sight triangle concern was addressed. Upon approval, electronic copies will be provided. The side yard was revised by removing the single unit. An easement for the shed will be shown. General notes include the sign dimensions and details were provided. The signature blocks and requested waivers were added.

A list of requested waivers is in Ms. Morris' response letter; 135-12(D)(2), 135-15(A)(15), 135-17(L), 135-17(M), 135-26(B)(2). Mr. McHale explains an aerial will suffice for a number of items and certain waivers are not needed. Ms. Morris has a letter for each waiver. They are

requesting relief from screening as a completely opaque fence is not affordable. The light will be blocked with evergreen shrubs and a fence. The desire is for a metal fence to minimize maintenance. Ms. Schickling is concerned about lights shining through to the nearby house. Mr. Keiper asks about chain-link fence with plastic slats in spaces as Rhododendron will not provide buffering in winter. Mr. Kerrick suggests a clothed fence like in a baseball field. Ms. Morris suggests six-foot fence with four-foot-high cloth. This would be in conjunction with shrubbery. Notes need to be added regarding landscaping replacement if need be.

A waiver regarding the fire lane ordinance is requested. A fire lane onto the private road is provided but is only twelve feet wide. There is no fire code site review so this cannot be decided at this point. Bureau Veritas will make the determination of what needs to be there.

The first two waivers are not needed as an aerial map was provided.

The current use of the property was added to general note. The foundation of the former building is shown on an existing conditions map and will be removed. The septic system was sized for a bar/restaurant.

The hours of operation are listed and there will be one employee.

The sewage disposal system design has not yet been submitted to the SEO. It will be submitted soon. Existing well information is on the property deed but Ms. Morris does not have a copy of the deed. Mr. Keiper believes it may be a shared well.

The driveway permit will be applied for.

Details of commercial use regarding health and safety was added to the general notes. Information about parking, rulings, and conditions were added to the general notes.

A lighting plan is included. There is a location at the entrance in the Right of Way that exceeds 1. Mr. McHale points out the average is listed as .74 and the minimum is .75. This is a zoning item and if it is not met, a variance is needed. Ms. Morris will get it revised.

The landscaping maintenance notes have been added and the north arrow was corrected.

Notes were added regarding the private road. Ownership and maintenance of road is not changing. Mr. McHale states responsibility for plowing to the emergency access entrance is required. While hours of operations are limited, renters have 24-hour access.

A note was added for lot consolidation, the lot line will be extinguished, and a new deed will be provided before final approval.

Benchmarks and elevations will be added to the plan.

The discharge point was moved to the culvert and the doghouse manhole was added. It sits over the existing pipe and put over concrete. This will need to be reviewed by DPW.

The existing tree masses are being removed, which is shown on the landscaping plan. Tree selection is discussed.

Utilities are existing, electrical is on sight. Required letter from PPL will be provided.

The date for the MCPC submittal will be added to the plan.

There were minor comments from the Conservation District. Approvals will be obtained.

The group prefers not to do elevation. Mr. McHale states a catalog view would suffice. The company should be able to provide it.

Grading was revised to accommodate water movement. More point elevations will be added to plan.

The pipe along the road was changed to an 18" pipe. A culvert was added under the emergency access driveway.

Plans will be submitted to traffic engineer. Mr. McHale suggests calling the traffic engineer and e-mailing a copy of plan.

Stormwater management items will be reviewed. Ms. Morris indicates they have all been addressed except for the infiltration testing as they are unable to get someone out for the work. Mr. McHale explains the group cannot go to the Board of Supervisors without having the info.

As built drawings will be prepared.

Ms. Morris indicates the client is aware of the required agreements and financial security. The waiver list will be revised based on the discussions tonight.

Ms. Schickling motions to recommend approval with waivers 135-17 (L) and (M) contingent on Mr. McHale's thorough review and approval of resubmission. Ms. Bisbing seconds. All in favor; Vote carries 5-0.

- ii. No update for Dunne Manning at this time.

b. Review of Subdivision and Land Development Ordinance Definitions

The Commission reviews definitions in the Subdivision Land Development Ordinance with following definitions warranting further discussion.

It is decided that any wording for Township of Tobyhanna should be changed to Tobyhanna Township.

Fix the typo in Building Reserve Line or Building Restriction Line. Change Tine to Line.

No need to double Commission and Planning Commission definitions.

Add stormwater management as a definition. Use Manor Township's definition.

Dwelling Unit – Review UCC definitions

6. New Business

7. Open Discussion: None

8. Public Comment: None

Ms. Schickling motions to adjourn, Mr. Kerrick seconds. Vote carries 5-0; all in favor.
Meeting adjourned at 8:06PM.

Minutes recorded by Autumn Canfield