

TOBYHANNA TOWNSHIP PLANNING COMMISSION  
REGULAR BUSINESS MEETING  
NOVEMBER 5, 2020

---

The November 2020 Regular Business Meeting of the Tobyhanna Township Planning Commission (“Commission”) was held on November 5, 2020, via the platform GoToMeeting due to the COVID-19 pandemic.

Present are Michelle Bisbing, Rachel Schickling, Patricia Rinehimer (left at 6:21pm), Marlin “Sam” Keiper, Solicitor William Oetinger and Township Engineer Bob McHale.

1. Vice Chair Michelle Bisbing calls the meeting to order at 5:30PM. A quorum is present.
2. The Pledge of Allegiance is recited.
3. Public comment: -
  - a. Kathleen Peterson explains she owns Sherwood Drive just east of the proposed commercial development, Dollar General. She has safety concerns. She met with a PennDOT representative and states the current application for a Highway Occupancy Permit is being declined. She asks that a Planning Commission member meet her at the corner of Sherwood Dive and Route 940 to review safety concerns. Rachel Schickling volunteers. Kathleen Peterson will contact Autumn Canfield for contact information. Sam Keiper states that Right of Way issues are for PennDOT to decide and the commission is waiting for the applicant to return with a resolution.
  - b. Jen Van Gilder believes PennDOT should do a traffic study as the Township should expect a lot of development.
4. Consider minutes of September 3, 2020 Planning Commission Meeting: Patricia Rinehimer motions to approve the minutes of September 3, 2020, Rachel Schickling seconds. Vote: all in favor; motion carries.
5. Appoint New chairman of the Planning Commission: Michelle Bisbing explains as she is the Vice Chair she is serving as interim chair and asks for volunteers for Chair. Rachel Schickling asks if Sam Keiper would like to be Chair. He states he is fine with being Chair but is also fine with Michelle Bisbing being Chair if she would like. Michelle Bisbing nominates Sam Keiper for Chairman. Patty Rinehimer seconds. Vote: all in favor; motion carries.
6. Old Business –
  - a. Dollar General Prelim/Final Plan Review and Discussion: Applicant is not present. Sam Keiper states the plan is not complete. There is no resolve to the Highway Occupancy Permit issue with PennDOT. The Commission is waiting for the applicant to return with necessary changes to plan for review.
7. New Business

a. Tobyhanna Site LLC [items not addressed chronologically]

The commission has a letter from the Township Engineer with comments regarding the plan. The applicant is present but did not receive the Engineer review letter. Sam Keiper invites the applicant to make a presentation to the Commission.

Deanna Schmoyer, engineer, presents on behalf of the applicant. The applicant had presented preliminary concepts months ago and have been working since then for submission. Application was made to the Conservation District and was approved to fill on site. The site is on Harvest Lane and Hudock Road. It is roughly 7.8 acres over 4 lots.

i. Sewage Planning Module Review

1. The SEO has not reviewed the planning module yet. Deanna Schmoyer has to contact Dave Manter to discuss.
2. The paragraph regarding future municipal connection should be discussed with SEO as how it should be stated to reflect the plan of action.

ii. Subdivision Plan Review (including Hudock Road Relocation)

1. Deanna Schmoyer explains Hudock Road intersects the parcel and therefore, the developer plans to relocate the road. A rendering was provided showing the proposed relocation behind the building. The applicant desires this layout as they want the isolated drop off in front of the building. There is also a desire for an immediate entrance to the facility for easy movement. Traffic movement through the site is discussed.
2. Sam Keiper clarifies it is Hudock not Hudack as it is listed on plan and asks for applicant to make the correction. He agrees moving the intersection further South would be beneficial but does not believe there is enough distance based on ordinance. Deanna Schmoyer points out it is an existing non-conforming condition and their plan betters the current condition. There is discussion that the lots are non-conforming as well but the developer plans to join the lots.
3. Sam Keiper discusses some points of the letter:
  - a. The Developer plans to pursue a reverse subdivision to join the lots and extinguish lot lines
  - b. There is discussion of the cul de sac, appropriate size, placement, connection to current drives, etc.

4. Deanna Schmoyer asks if relocation should be taken out as a subset of the plan and acted on first. Bob McHale explains there would be an agreement regarding the roadway, the Hudock Road relocation agreement, with other property owners. In addition, modifications of the traffic signal would need to be discussed with Traffic Engineer and stormwater drainage maintenance responsibility needs to be determined as the road goes from public to private and back to public. It is a good idea to move this forward to begin working on the various aspects needed.

iii. Land Development Plan Review

1. The plan is for an urgent care facility with a coffee shop, Dunkin Donuts. The coffee shop is part of the building, with a drive thru as well as internal shop.
2. Sam Keiper points out some items:
  - a. Lot lines (side and rear) are labeled incorrectly and are not in accordance with ordinance.
  - b. Setbacks from front line can be reduced by Zoning Officer under specific provisions.
  - c. Two properties off of proposed cul de sac area are not shown. Bob McHale adds access should be established and shown, and ensure radius of cul de sac is appropriate and shown.
  - d. Consider wetland delineation letter timeline as the letter states it is good for one year.
3. Bob McHale suggests reviewing high points of letter and then he will discuss with Deanna Schmoyer the specifics.
  - a. The unloading area needs to be removed from plan as it cannot be in Right of Way.
  - b. The geometry of the right in access off of Harvest Lane needs to be discussed further.
  - c. Various items that need to be shown, UGI lines, PPL lines, dimensions.
  - d. Bureau Veritas will review International Fire Code.
  - e. Consider infiltration basin comments.

4. Will Oetinger addresses the timeframe of the application process. As it is a more in depth project, he believes there should be a 90-day waiver issued for adequate time for review. He will provide a draft letter for consideration.
  - a. The process of vacating a road is discussed. There is either an agreement of the parties (developer and property owners that are landlocked) or if Township approves subdivision, an ordinance can be passed to vacate the road and then the owner has the option to petition for a Board of View. Working out relocation amicably between parties is encouraged.
- iv. Sam Keiper asks for a motion to table the plan and consider it incomplete.
  1. After discussion it is determined the plan is considered complete. Michelle Bisbing motions to table review pending applicant response to the township engineer's letter, Rachel Schickling seconds. Vote: all in favor; motion carries 3-0 (Patty Rinehimer left at 6:21pm)

8. Open Discussion –

9. Public Comment –

- a. Jen Van Gilder asks for a stats update on a letter she sent regarding zoning ordinance amendments to in regards to possible food overlays. Sam Keiper explains this would have to go to the Supervisors first.
- b. Jen Van Gilder continues comment on zoning ordinance amendments, discussion follows.

10. Meeting adjourned at 6:38PM. Rachel Schickling motions; Michelle Bisbing seconds.

---

Minutes recorded by Autumn Canfield