

TOBYHANNA TOWNSHIP PLANNING COMMISSION
REORGANIZATION AND REGULAR BUSINESS MEETING
January 2, 2025

The January 2025 Reorganization and Regular Business Meeting of the Tobyhanna Township Planning Commission (“Commission”) was held on January 2, 2025, at the Government Center Building.

Present are Michelle Bisbing, Rachel Schickling, Edwin Miller, Al Kerrick and Thomas Eisler. Also, present Assistant Township Manager, Crystal Butler, Zoning Officer, Lourdes Aponte, Township Engineer, Bob McHale and Township Solicitor Harry Coleman, Esquire.

1. Michelle Bisbing calls the meeting to order at 6:30 P.M. A quorum is present.
2. The Pledge of Allegiance is recited.
3. Nominate and Appoint Chair: Mr. Kerrick nominates Michelle Bisbing as Chair. Ms. Schickling seconds. All in favor. Vote carries 5-0.
4. Nominate and Appoint Vice Chair: Ms. Schickling nominates Al Kerrick as Vice Chair. Mr. Eisler seconds. All in favor. Vote carries 5-0.
5. Nominate and Appoint Secretary: Mr. Miller nominates Rachel Schickling as Secretary. Mr. Kerrick seconds. All in favor. Vote carries 5-0.
6. Minutes:
 - a. Consider the Minutes of October 3, 2024, Planning Commission Regular Business Meeting: Ms. Bisbing states that Ms. Butler was missing from the list of people present. Mr. Kerrick motions to approve the minutes as corrected. Ms. Schickling seconds. All in favor. Vote carries 5-0.
7. Old Business:
 - a. Tobyhanna Township Planning Commission 2025 Meeting Schedule: Rachel Schickling motions to approve the Tobyhanna Township Planning Commission 2025 Meeting Schedule. Mr. Miller seconds. All in favor. Vote carries: 5-0.
 - b. MSJ Properties Land Development: Deanna Schmoyer of D&D Engineering is here to present. Ms. Schmoyer states that they have received a review letter for their revised plans. Ms. Schmoyer states that there are 2 separate lots, and they will be combined. She has spoken with Terry Martin, the original surveyor, who will be finalizing the plan. Mr. McHale states that they will have to show an access easement from the public right-of-way to that property. A discussion was held. Ms. Schmoyer states that they do have waiver requests. A discussion was held. Ms. Schickling makes a motion to approve as per Bob McHale’s review and that the lot joinder needs to be done before it goes to the Board of Supervisors. Mr. Miller seconds. All in favor. Vote carries: 5-0.

8. New Business:

- a. Food Truck Ordinance: Ms. Aponte states that presently a food truck falls under the soliciting section of the Ordinance and sits alone. Ms. Aponte states that you can have a food truck on the property with minimal requirements, such as removing the food truck from the property at night. She states that there has been an issue with a food truck utilizing commercial property. Ms. Aponte states that the Township is seeking to have a food truck operator to obtain permits and have more accountability. Ms. Aponte has drafted an Ordinance that breaks down what the requirements are such as obtaining a permit and what they are allowed to do. She states that this would be a Stand-Alone Ordinance rather than piggy backing off the soliciting side of our Ordinance. Ms. Bisbing asks if the permit is an annual permit. A discussion was held.

Mr. Kerrick states that under the draft Ordinance, you can temporarily park upon a publicly designated street or sidewalk and that the current food truck is on private property. They would not come under this draft. A discussion was held.

Mr. Miller asks why, if they are on private property does the Township have to be on the insurance policy. Mr. Colyer states that since food trucks have propane or gas generators wouldn't we want that, especially if the food truck has an issue. A discussion was held.

Mr. Coleman states that there should be a section in the Ordinance for parking for customers. Ms. Butler states that it might be important to add verbiage of secondary use to primary use, since primary use will already have parking. A discussion was held.

Ms. Butler states that we should look at the banner days section of the Sign Ordinance regarding as they only allow a banner to be up for so many days. She states that maybe we do something along those lines, where they are applying for a certain number of days. A discussion was held.

Ms. Aponte is going to look into Mount Pocono Borough, Coolbaugh Township and Lancaster County Ordinances and bring this back to the Planning Commission to see if their Ordinances can be incorporated into our Ordinance.

9. Review of Subdivision and Land Development Ordinance: Ms. Schickling asks if the committee has been working on this. Ms. Aponte states that they have not resumed, and it has been a while and they weren't getting anyway. Ms. Butler states that we should bring this back to the Planning Commission, put together a working plan and every meeting have a discussion on sections of the SALDO Ordinance to potentially work through the changes. A discussion was held.

10. Public Comment: None

11. Adjournment

Ms. Schickling makes a motion to adjourn Mr. Kerrick seconds. All in favor. Vote carries 5-0. Meeting adjourned at 7:47 P.M.

Minutes recorded by Bethanne Eisler