



POCONO TOWNSHIP COMMISSIONERS  
AGENDA

February 2, 2026 | 6:00 p.m.  
205 Old Mill Rd, Tannersville, PA  
**Zoom Participation**  
<https://us06web.zoom.us/j/86400280589>

**Meeting ID:** 864 0028 0589

**Passcode:** 488362

**Open Meeting**

**Pledge of Allegiance**

**Roll Call**

**Announcements –.**

An executive session was held prior to this meeting to discuss personnel and equipment.

**Public Comment-**

Limited to 3 minutes per person, please state your name and if you are a Pocono Township Resident.

**Presentations**

Swearing-in ceremony of two new officers, Dustin Rentschler & Daniel Campagna, by District Magistrate, Honorable Daniel Kresge.

Members 1<sup>st</sup> Waiver presentation (***Possible Action Item***)

**Hearings**

**Resolutions**

Motion to approve Resolution 2026-09 LDP 1450 – 116 Hilliard Lane Easement (***Possible Action item***)

Motion to approve Resolution 2026-10 LDP 1445 – Mountain Edge Townhouse (***Possible Action item***) Discussion: Sidewalk waiver/deferral and Open Space waiver (***Possible Action items***)

Motion to approve Resolution 2026-11 Monroe County 2025 Hazard Mitigation Plan Municipal Adoption. (***Possible Action Item***)

**Consent Agenda**

- Motion to approve a consent agenda of the following items: ***(Possible Action Item)***
  - Old business consisting of the minutes of the January 20, 2025 regular meeting of the Board of Commissioners.
  - Old business consisting of the minutes of the January 5, 2025 Re-Organization meeting of the Board of Commissioners.
  - Old business consisting of the minutes of the January 5, 2025 regular meeting of the Board of Commissioners.
  - Financial transactions through February 2, 2026 as presented, including ratification of expenditures in the amount of \$398,661.45 for the following accounts: General Fund, Sewer Operations, Gross Payroll, Capital Reserve, Construction Fund. Discussion: ***(Action Items)***

**NEW BUSINESS****Personnel****Report of the President****Ellen Gndt**

- Solar Field update
- Historical District Limitations
- Motion to waive the Pavilion fees for Boy Scout Troop 85 for Pavilion #1 on August 16<sup>th</sup> 2026. ***(Possible Action Item)***
- Motion to adopt Revised Decorum Policy ***(Potential Action Item)***
- Discussion: Core5 water test results to residents in the Blast Zone

**Matt Long – Vice-Chairman**

- Amusement Tax Update
- Motion to authorize the Solicitor to advertise the proposed ordinance forming an Environmental Advisory Council ***(Possible Action Item)***
- Motion to amend the public comment policy to allow only Pocono Township residents, stakeholders & local businesses to comment on agenda items when deliberating ***(Possible Action Item)***
- Motion to authorize solicitor to advertise a public hearing for the Pocono Township Data Center Ordinance ***(Possible Action Item)***
- Motion to authorize solicitor to advertise a public hearing for the Police Cost Recovery Ordinance ***(Possible Action Item)***

**Commissioner Comments****Natasha Leap – Commissioner**

- Motion to approve the reduction of the construction escrow for Turkey Hill Minit Market, Store #274 in the amount of \$70,465.03. ***(Possible Action Item)***

**Mike Velardi – Commissioner**

- Further pursue 2A Sanctuary status ***(Possible Action Item)***
- Motion to remove Charles Keppler IV as parliamentarian ***(Possible Action Item)***
- Remarks on unfit behavior of commissioner Keppler
- Motion to approve Mechanic stipend to Michael Stettler jr. as per non-uniform union CBA (inspection license) ***(Possible Action Item)***

**Charles Keppler – Commissioner**

- Discussion of public option for trash disposal.
- Motion to maintain the 2025 municipal tax rate of 3.429 Mills for the 2026 tax year. **(Possible Action Item)**

**Reports**

**Zoning – SFM Consulting**

**Police – Chief James Wagner (Second Meeting of Month)**

**Events – Jenn Gambino (1'st Meeting of Month)**

- 2026 Events update

**Township Manager's Report – Jerrod Belvin**

- Police Wing Update
- April meeting date change due to PSATS Conference. **(Possible Action Item)**
- Municipality Commitment for Pick up the Pocono's scheduled for April 25, 2026
- New Grant Award
- Motion to purchase 3 Mio-Vision adaptive systems & installation from Signal Service not to exceed 80,000. **(Possible Action Item)**
- Core 5 Blasting Schedule for the week

**Public Works/Sewer Report – Patrick Briegel**

- Sewer Business Update
- MCTI & Sullivan Trail Expansions
- Current Public Works Projects

**Township Engineer Report – T&M Associates**

- Sewer Business Update
- Learn Road Roundabout cost update
- TASA Project
- TLC walking bridge.

**Township Solicitor Report – Broughal & DeVito, L.L.P.**

- Sewer Business Update
- General legal update
- Motion to authorize Solicitor to advertise Ordinance hearing to repeal Ordinance 2025-03 LERTA. **(Possible Action Item)**

**Adjournment**



January 13, 2025

Pocono Township Board of Commissioners  
205 Old Mill Road  
Tannersville, PA 18372

Re: Member's First Federal Credit Union at Bartonsville Avenue  
Preliminary/Final Land Development Plan  
IC Project No. 25-0463

Dear Commissioners:

Integrated Consulting, on behalf of Member's First Federal Credit Union, wishes to extend the review period for the Preliminary/ Final Land Development Plan for the Bartonsville Members 1<sup>st</sup> Federal Credit Union project until **May 17, 2026**.

If you have any questions or require additional information, please do not hesitate to contact me at Terri@IntegratedDP.com or 717-497-3332.

Sincerely,  
**Integrated Consulting**

A handwritten signature in black ink, appearing to read "Terri L Delo".

Terri L Delo  
Senior Project Manager, Partner

CIVIL ENGINEERING • LANDSCAPE ARCHITECTURE • BUILDING DESIGN

717-386-1362 • INTEGRATEDCONSULTINGLLC.COM  
430 NORTH FRONT STREET, WORMLEYSBURG, PA 17043

FORWARD  
THINKING 



January 8, 2026

Pocono Township  
112 Township Drive  
Tannersville, PA 18372

Waiver Request Letter #4  
Members 1<sup>st</sup> Federal Credit Union  
Pocono Township, Monroe County, PA  
Project No. 25-0463

To Whom It May Concern:

The Applicant hereby requests the following waivers for the above-referenced project. Accordingly, we have compiled a full written justification contained therein.

**Pocono Township Subdivision & Land Development Ordinance**

1. **§390-50.D.(5) – Maximum Slope of Basin Embankments (3:1)**  
**Justification:** The Applicant requests a waiver of the requirement that the maximum slope of the earthen detention basin embankments be four horizontal to one vertical. Natural constraints, including steep terrain, limiting zones, and an existing riparian buffer area, limit the area available for stormwater management. Increasing the basin side slopes to three horizontal to one vertical will help to maximize stormwater detention and infiltration, and consequently water quality.
2. **§390-29.J.(1)(c) and §390-31.D.(2) – WB-50 Truck Turning Movements**  
**Justification:** The Applicant requests a waiver of this requirement, as the site will not receive WB-50 trucks. Alternatively, we are providing turning movements for the largest delivery vehicle (box truck) and emergency vehicle servicing the site on the land development plans.
3. **§390-43.A.(6)(e)2[a] – Maximum Steep Slope Disturbance**  
**Justification:** The Applicant requests a waiver of the requirement to disturb more than 35% of the original ground cover with the steep slope are on the property. The project proposes to disturb approximately 3,355 SF/0.08 acres of the +/- 4,530 SF / 0.1 acre of steep slopes on the property (or 74%).

The disturbance has been minimized to the maximum extent practicable. The siting of the proposed building, drive-thru and parking areas were based on several limiting factors. The property is a corner lot with 75' front setbacks along both Bartonsville Avenue and SR 611; the site driveway is required to align with the proposed Wawa entrance across Bartonsville Avenue; and a large riparian buffer from the adjacent property is located at the southeastern corner of the property, within which impacts are prohibited.

Additionally, the total amount of original ground cover on the site over 20% (5:1) slopes is only 0.10 of an acre. Disturbance of these steep slopes, while being 74% of the total, is only 3,355 SF, and can be considered a de minimis amount of disturbance.

4. **§390-55.C.(2)(e) – Minimum Parking Planting Island, Required Plantings**  
**Justification:** The Applicant requests a waiver of the requirement to provide a minimum of one shade tree plus shrubs and/or ground cover to cover the entire area of all planting islands. One of three required planting islands will provide the required shade tree plus shrubs and/or groundcover to cover the entire area of the planting island. The other two required planting islands will provide

CIVIL ENGINEERING • LANDSCAPE ARCHITECTURE • BUILDING DESIGN

shrubs and/or groundcover only (no shade trees). However, the two shade trees that are not provided in the islands are proposed in other locations on the site in the periphery of the parking lot. The waiver is being requested for the two required trees in two of the proposed planting islands to be located in the periphery of the parking lot rather than in the planting islands due to conflicts with essential security cameras, site lighting and the proposed flagpole which is located within one of the islands.

5. §390-55.D.(3)(a) – Waiver for Street Tree Location

Justification: The Applicant is requesting a waiver to allow street trees along S.R. 0611 to be planted greater than 15 feet outside of the ultimate right-of-way line due to an existing traffic easement and Pocono Township permanent sewer easement that prohibits plantings along the S.R. 0611 right-of-way.

6. §390-55.F.(3)(e) – Right-of-way Buffer Plantings

Justification: The Applicant requests a waiver of the requirement to provide 2 canopy trees and 1 ornamental tree per 100 linear foot of property line (Buffer Type = Low). The waiver is requested for the amount of canopy and ornamental trees provided along the right-of-way buffer to allow for 8 trees to be substituted with shrubs due to an existing traffic easement and Pocono Township permanent sewer easement that prohibits trees along the SR 0611 right-of-way. Additionally, financial institutions require a high level of security for the safety of their employees and customers. Therefore, a higher level of visibility from surrounding roadways helps to assist in these essential security efforts. Also, visibility of the building from the surrounding roadways is necessary for brand awareness.

If you have any questions, require additional information, please do not hesitate to contact me.

Sincerely,

**Integrated Consulting**



Terri L DeLo  
Senior Project Manager, Partner



ORDINANCE REQUIREMENTS - ZONING §470-25 & 74

SECTION	DESCRIPTION	REQUIREMENT	REFERENCE
470-25	...	...	...
470-74	...	...	...

ORDINANCE REQUIREMENTS - SALDO §396-55

SECTION	DESCRIPTION	REQUIREMENT	REFERENCE
396-55	...	...	...
...	...	...	...
...	...	...	...

LANDSCAPE MAINTENANCE NOTES

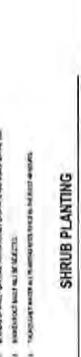
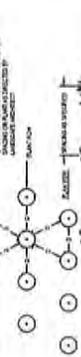
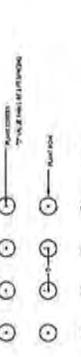
1. ALL PLANTINGS SHALL BE MAINTAINED THROUGHOUT THE PROJECT CONSTRUCTION PERIOD.
2. PLANTINGS SHALL BE MAINTAINED THROUGHOUT THE PROJECT CONSTRUCTION PERIOD.
3. PLANTINGS SHALL BE MAINTAINED THROUGHOUT THE PROJECT CONSTRUCTION PERIOD.
4. PLANTINGS SHALL BE MAINTAINED THROUGHOUT THE PROJECT CONSTRUCTION PERIOD.
5. PLANTINGS SHALL BE MAINTAINED THROUGHOUT THE PROJECT CONSTRUCTION PERIOD.
6. PLANTINGS SHALL BE MAINTAINED THROUGHOUT THE PROJECT CONSTRUCTION PERIOD.
7. PLANTINGS SHALL BE MAINTAINED THROUGHOUT THE PROJECT CONSTRUCTION PERIOD.
8. PLANTINGS SHALL BE MAINTAINED THROUGHOUT THE PROJECT CONSTRUCTION PERIOD.
9. PLANTINGS SHALL BE MAINTAINED THROUGHOUT THE PROJECT CONSTRUCTION PERIOD.
10. PLANTINGS SHALL BE MAINTAINED THROUGHOUT THE PROJECT CONSTRUCTION PERIOD.

GENERAL LANDSCAPE NOTES:

1. THE LANDSCAPE DESIGN SHALL BE APPROVED BY THE CITY ENGINEER PRIOR TO CONSTRUCTION.
2. THE LANDSCAPE DESIGN SHALL BE APPROVED BY THE CITY ENGINEER PRIOR TO CONSTRUCTION.
3. THE LANDSCAPE DESIGN SHALL BE APPROVED BY THE CITY ENGINEER PRIOR TO CONSTRUCTION.
4. THE LANDSCAPE DESIGN SHALL BE APPROVED BY THE CITY ENGINEER PRIOR TO CONSTRUCTION.
5. THE LANDSCAPE DESIGN SHALL BE APPROVED BY THE CITY ENGINEER PRIOR TO CONSTRUCTION.
6. THE LANDSCAPE DESIGN SHALL BE APPROVED BY THE CITY ENGINEER PRIOR TO CONSTRUCTION.
7. THE LANDSCAPE DESIGN SHALL BE APPROVED BY THE CITY ENGINEER PRIOR TO CONSTRUCTION.
8. THE LANDSCAPE DESIGN SHALL BE APPROVED BY THE CITY ENGINEER PRIOR TO CONSTRUCTION.
9. THE LANDSCAPE DESIGN SHALL BE APPROVED BY THE CITY ENGINEER PRIOR TO CONSTRUCTION.
10. THE LANDSCAPE DESIGN SHALL BE APPROVED BY THE CITY ENGINEER PRIOR TO CONSTRUCTION.

SEED MIXTURES

SEED MIXTURE	PERCENTAGE	SEED TYPE
1	100%	...
2	100%	...
3	100%	...
4	100%	...
5	100%	...
6	100%	...
7	100%	...
8	100%	...
9	100%	...
10	100%	...



MEMBERS OF THE NATIONAL ASSOCIATION OF LANDSCAPE ARCHITECTS

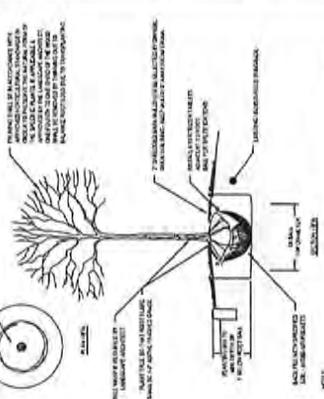
MEMBERS 1ST FCU  
BARTONSVILLE AVENUE  
POCONO TOWNSHIP  
MORRIS COUNTY

PRELIMINARY/LAND DEVELOPMENT PLAN

NO.	DATE	DESCRIPTION
1	...	...
2	...	...
3	...	...
4	...	...
5	...	...
6	...	...
7	...	...
8	...	...
9	...	...
10	...	...

LANDSCAPE DETAILS

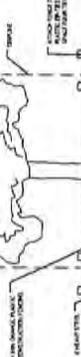
13 of 22



NO STAKE DECIDUOUS TREE PLANTING

MULCH DETAIL

TREE PROTECTION



SHRUB PLANTING



| YOUR GOALS. OUR MISSION.

October 31, 2025

Pocono Township Planning Commission  
205 Old Mill Road  
Tannersville, PA 18372

**SUBJECT: MEMBERS FIRST FEDERAL CREDIT UNION AT BARTONSVILLE AVENUE  
PRELIMINARY/FINAL LAND DEVELOPMENT PLAN – REVIEW NO. 1  
POCONO TOWNSHIP, MONROE COUNTY, PENNSYLVANIA  
POCONO TOWNSHIP LDP NO. 1446, T&M PROJECT NO. POCO-R1250**

Dear Planning Commission Members:

Pursuant to the Township's request, we have performed our first review of the Final Land Development Plan for the Members First Federal Credit Union at Bartonsville Avenue. The submitted information consists of the following items.

- Letter of Transmittal prepared by Integrated Consulting, dated October 3, 2025.
- Pocono Township Land Development Application with Professional Services Agreement and W9 Form.
- Waiver Request Letter #1 prepared by Integrated Consulting, dated October 3, 2025.
- Wetland Investigation prepared by Vortex Environmental, Inc., dated September 30, 2025.
- Blue Ridge Will-Serve letter, email dated August 27, 2025.
- PADEP Sewage Facilities Planning Module Mailer.
- Exterior Elevations (2 sheets) prepared by BH Architecture, dated September 19, 2025.
- Erosion and Sedimentation Control Plan (7 sheets) prepared by Integrated Consulting, dated October 3, 2025.
- Lighting Plan (2 sheets) prepared by Integrated Consulting, dated October 1, 2025.
- Post Construction Stormwater Management Narrative & Calculations with Drainage Area Maps (3 sheets) prepared by Integrated Consulting, dated October 3, 2025.
- Preliminary/Final Land Development Plan (20 sheets) prepared by Integrated Consulting, dated October 3, 2025.

### **BACKGROUND INFORMATION**

The Applicant, Members First Federal Credit Union, is proposing a land development on existing property located on the northeastern corner of the intersection of S.R. 0611 and Bartonsville Avenue.

The existing property has an area of 1.83 acres and is located within the C, Commercial Zoning District. The existing property consists of two (2) existing dwellings with garages, three (3) sheds, and the remains of a previous building foundation. Both dwellings access Bartonsville Avenue. All existing structures are proposed to be demolished and removed.



The proposed land development includes the construction of a 2,991 square foot bank with associated three bay drive-thru and parking. Proposed access is via a paved driveway via Bartonsville Avenue. The proposed development will be served by public water and sanitary sewer. A sidewalk is proposed along Bartonsville Avenue and stormwater management and landscaping will be provided. The proposed limit of disturbance is 1.60 acres.

Per Section 470-20.B.(1), the proposed credit union is a permitted use within the C, Commercial Zoning District.

Based upon our review of the above information, we offer the following comments and/or recommendations for consideration.

### **ZONING ORDINANCE COMMENTS**

1. In accordance with Section 470-20.E, “all proposed signs shall conform to the requirements of Article VII of this chapter”. *A note to this effect shall be placed on the plan.*
2. In accordance with Section 470-56.C, “the applicant shall demonstrate that any external-internal microphone system shall not operate in a manner that produces sound at a level in excess of 55 db at any abutting property line”. *A note with this requirement shall be placed on the plan.*

### **SUBDIVISION AND LAND DEVELOPMENT ORDINANCE COMMENTS**

3. In accordance with Sections 390-17.E.(6)(c) and 390-19.F.(6)(c), “the applicant shall be responsible for submission of the plan and all required supporting documentation to the Monroe County Planning Commission, the Monroe County Conservation District, PennDOT, and all other governing agencies”. *Submissions to, correspondences with, and approval from the following outside agencies shall be provided to Pocono Township:*
  - a. *Monroe County Planning Commission*

Per Section 390-19.I, “no official action shall be taken by the Board of Commissioners until either the Township has received the comments of the Monroe County Planning Commission or a period of 30 days has expired following transmittal of the preliminary plan to the County Planning Commission”.
  - b. *Monroe County Conservation District/Pennsylvania Department of Environmental Protection – NPDES Permit Modification*
  - c. *Pennsylvania Department of Environmental Protection – Sewage Facilities Planning Module*

Per Section 390-19.J, “the Township shall concurrently make its decision on the sewage facilities planning module, and if approval is granted, the completed sewage planning documents shall be forwarded to the Pennsylvania Department of Environmental Protection. Preliminary plan approval shall be conditional upon Department of Environmental Protection sewage planning approval.”
  - d. *Pocono Township Sewer – Sewage Planning and Capacity*
  - e. *Brodhead Creek Regional Authority – Water Capacity and Will-Serve*
  - f. *Pocono Township Volunteer Fire Company*



4. In accordance with Sections 390-17.M and 390-19.Q, As-built plans. Upon the completion of all improvements, the applicant shall provide to the Township two paper sets of plans and one compact disk with the plans in PDF format certified by the applicant's engineer showing all such improvements as installed to document conformance to the record plan. Failure of the applicant to provide the as-built plans shall constitute a violation of this chapter, and shall be subject to all the enforcement proceedings contained in this chapter and may result in rescission of approval. (See § 390-30 for as-built plan requirements.) If the as-built plan deviates in any material respect from the record plan, a revised final plan must be submitted for approval. *General Note 4 on Sheet 2 shall be revised to require the as-built plans to also be provided to the Township.*
5. In accordance with Section 390-29.G.(2), the plan shall include “topography, the contour lines of which shall generally be at two-foot intervals although ten-foot intervals are permissible beyond the parcel boundaries, interpolated from USGS published maps. The determination of appropriate contour intervals shall be made by the Planning Commission, which may specify greater or lesser intervals on exceptionally steep or flat sites. Slopes between 15% and 25% and exceeding 25% shall be clearly indicated. Topography for land developments shall be prepared by a professional land surveyor or professional engineer from an actual field survey of the site or from stereoscopic aerial photography and shall be coordinated with official USGS bench marks the location and datum of which shall be shown on the plan.” *On site contours and elevations appear to match those shown on the Site Context & ERSA Map and the Existing Conditions Plan – Overall. It appears this topography is from PASDA. A comparison of the top of utility structures in Bartonsville Avenue and Route 0611 to existing contours indicates discrepancies. Proposed and required improvements necessitate having topography in the area of improvements at greater accuracy than provided, i.e., complete a field topographic survey.*
6. In accordance with Section 390-29.H.(1), “a resource impact and conservation analysis shall be prepared for all land development applications to categorize the impacts of the proposed activities and physical alterations on those resources shown on the existing resources and site analysis (as required under § 390-29G). All proposed improvements, including but not necessarily limited to grading, fill, roads, buildings, utilities and stormwater detention facilities, as proposed in the other proposed land development plan documents, shall be taken into account in preparing the preliminary resource impact and conservation analysis, which shall clearly demonstrate that the applicant has minimized site disturbance to the greatest extent practicable.” *Steep slopes exist on the project site. A chart shall be included on the plan showing the area of existing steep slopes (in acres/s.f.), the disturbed area of steep slopes (in acres/s.f. and percent), and the preserved area (in acres/s.f. and percent).*  
  
*A waiver is requested from Section 390-29.H.(1) to not provide a resource impact and conservation analysis. The plan shall include the steep slope chart, and the waiver will not be required. The request shall be removed from the Waiver Requests list on Sheet 1 and Waiver Request Letter #1.*
7. In accordance with Section 390-29.I.(15), “a signature block in the lower right hand eighth of the plan immediately above the title block for recommendation by the Planning Commission and for the approval of the Board of Commissioners shall be provided including a space for the date of recommendation/approval. Include provision for plan revisions including space for a brief description of the revision directly to the left of the title block.” *The Cover Sheet (Sheet 1) shall include a signature block for recommendation by the Township Planning Commission.*
8. In accordance with Section 390-29.I.(27), “names of present adjoining property owners and the names of all adjoining subdivisions, if any, including property owners and/or subdivisions across adjacent roads, along with the current Tax Map number for each property shown”. *The existing property owner*



*across S.R. 0611 (southeastern corner of S.R. 0611 and Rimrock Drive) shall be listed on the plan.*

9. In accordance with Section 390-29.I.(30), the plan shall include a “certificate of accuracy and compliance, in the form provided by the Township, dated and signed by the registered professional land surveyor responsible for the plan and embossed with his or her seal”. *The Land Surveyor’s and Civil Engineer’s certificates shall include the following language:*

*I hereby certify that the Plan shown and described hereon, as well as all related drawings and documents submitted herewith, are true and correct to the accuracy required by, and are in complete compliance with the Pocono Township Subdivision and Land Development Ordinance and the Pocono Township Zoning Ordinance, and were prepared by me or under my direct supervision and for which I accept full and complete responsibility.*

10. In accordance with Section 390-29.I.(32), “the following items shall be on all land development plans in the form of protective covenants and/or notes”. *The note in Subsection (j) shall be provided on the plan.*
11. In accordance with Section 390-29.J.(1)(c) and 390-31.D.(2), the plan shall include convenient traffic circulation and parking. Turning movement diagrams shall be provided to demonstrate that the largest truck or emergency vehicle servicing the development can safely and conveniently navigate the proposed roads, drives and parking and loading areas, but in any event for not less than a WB-50 truck. *A waiver from Section 390-31.D.(2) is requested to not require the WB-50 truck turning template. The request shall also include Section 390-29.J.(1)(c). The Waiver Requests list on Sheet 1 and Waiver Request Letter #1 shall be revised accordingly.*

*The fire truck turning template on Sheet 20 shall be submitted to the Fire Company for its review and comment. It is noted that the fire truck overtops the northern curb at the site entrance. This shall be addressed.*

12. In accordance with Section 390-29.J.(2), the submission shall include “exterior elevations of any proposed buildings including at least the front and side elevations”. *Architectural building elevations have been provided with this submission for the Township’s review and comment.*
13. In accordance with Section 390-29.J.(6), the submission shall include “proof of legal interest in the property, a copy of the latest deed of record and a current title search report”. *The property deed and a title search report shall be submitted.*
14. In accordance with Sections 390-29.J.(8)(a) and (c), the submission shall include “completed sewage facilities planning module(s) for land development and other required sewage planning documents as required by the Pennsylvania Sewage Facilities Act and PA DEP”. “If service by the Township, a sewer authority or a public utility is proposed, a letter or other written certification from the Township, the authority or the public utility stating that it will provide the necessary sewer service and verifying that its system has adequate capacity to do so.” *Approvals from Pocono Township and the Pennsylvania Department of Environmental Protection shall be provided upon receipt.*
15. In accordance with Sections 390-29.J.(10) and 390-51, the submission shall include “confirmation that the soil erosion and sedimentation control plan has been accepted for review by the Monroe County Conservation District”. “All soil erosion and sedimentation control plans shall meet the specifications of the Monroe County Conservation District and PA DEP, and shall comply with Commonwealth of



Pennsylvania, Title 25, Chapter 102, Department of Environmental Protection regulations for soil erosion and sedimentation control.” *All submissions to, correspondences with, and permit from the County Conservation District/PADEP shall be provided upon receipt. The following comment is related to our review of the Erosion and Sedimentation Control Plan set.*

- a. *Installation of the proposed lighting shall be included in the Sequence of Construction on Sheet 5.*
16. In accordance with Section 390-29.J.(20), “design plans and calculations, signed and sealed by a professional engineer for any retaining walls over four feet in height” are required. *Note 1 under the Typical Section Segmental Retaining Wall detail on Sheet 15 shall be revised to require the design plans and calculations be submitted to the Township for review and approval prior to construction.*
17. In accordance with Section 390-29.N, “prior to approval of the land development plan, the applicant shall submit to the Township a land development plan engineering certification stating that the proposed layout of proposed roads, lots, and open lands complies with the Township's ordinances, particularly those sections governing the design of subdivision roads and stormwater management facilities, and that all improvements will be installed in accord with the specific requirements of this chapter or any waivers or modifications granted by the Township. This certification requirement is meant to provide the Township with assurance that the proposed plan is able to be accomplished within the Township's current regulations.” *A note to this effect shall be placed on the plan.*
18. In accordance with Section 390-32.B.(2), no final plan shall be signed by the Board of Commissioners for recording in the office of the Monroe County Recorder of Deeds until proposed developer's agreements and performance guarantee in accord with § 390-35 and the Pennsylvania Municipalities Planning Code, Act 247 of 1968 as amended, have been accepted by the Board of Commissioners”. *All agreements shall be executed, and financial security posted prior to plan recordation. A construction cost estimate shall be submitted for review.*
19. In accordance with Section 390-43.A.(6)(e)[2][a], “no more than 35% of the original ground cover within any designated steep slope area on the property may be disturbed by grading, filling or other means. At least 65% of the original ground cover must remain undisturbed during the establishment, alteration or maintenance the property.” In addition, and in accordance with Section 390-43.A.(6)(e)[2][e], “the final plan shall be recorded with a steep slope easement. The easement shall be comprised of at least 65% of the total existing area and located within the original boundaries of the steep slope area. Allocation of the easement should be made as evenly as possible throughout the lots to allow each lot adequate room for additional grading, accessory structures, etc.” *Existing steep slopes will be disturbed. A waiver from Section 390-43.A.(6)(e)[2][a] is requested to permit 3,800 square feet, or 64%, of disturbance of the existing steep slope area. A steep slope easement is shown on Sheet 10. Sheet 10 shall be revised to include the percentage of existing steep slopes that will be preserved in the proposed easement.*  
  
*In addition, a chart shall be included on the plan showing the area of existing steep slopes (in acres/s.f.), the disturbed area (in acres/s.f. and percent), and the preserved area (in acres/s.f. and percent). The steep slopes shall also be shown on the SWM Site Plan (Sheet 8), and any proposed steep slope easements shall be shown and labeled in the plan view.*
20. In accordance with Section 390-43.A.(6)(f), “natural areas containing rare or endangered plants and animals, as well as other features of natural significance exist throughout the Township. Some of these have been carefully documented (e.g., by the Statewide Natural Diversity Inventory), whereas for



others, only the general locations are known. Subdivision applicants shall take all reasonable measures to protect significant natural areas and features either identified by the Township Map of Potential Conservation Lands or by the applicant's existing resources and site analysis plan by incorporating them into proposed conservation open space areas or avoiding their disturbance in areas proposed for development.” *The proposed conservation measures referenced in the U.S. Fish and Wildlife Service letter dated September 9, 2025 shall be listed on the plan.*

21. In accordance with Section 390-48.C and Table 390-48-1, “roads shall be graded, improved and surfaced to the grades and specifications shown on the plans, profiles, and cross sections as required by this chapter.” *Per Table 390-48-1, the cartway width of Bartonsville Road shall be 28-feet. The Site Plan (Sheet 7) proposes a cartway half-width of 18-feet.*

*For consistency with the Wawa development across Bartonsville, the total cartway width shall be 14-feet with a 2-foot wide shoulder delineated by a single white line.*

22. In accordance with Section 390-48.C and Table 390-48-2, the proposed roadway widening along Bartonsville Avenue shall consist of 8-inches AASHTO No. 2 stone, 4-inches binder course, and 1 ½-inches wearing course. *The Township Roadway Bituminous Pavement Section shall be revised to meet the required pavement section.*
23. In accordance with Sections 390-48.N.(1) and (2), “shoulder surfaces shall be graded at a slope of 0.75 inch per foot away from the pavement edge”, and “the finished paved travel way surface of tangent sections and curve sections not required to be superelevated shall be crowned at 0.25 inch per foot away from the center line”. *A roadway cross section showing compliance with these Sections shall be provided on the plan.*
24. In accordance with Section 390-48.S.(2)(a), “at all road intersections and all land development driveways/accesses, a triangular area shall be graded and/or other sight obstructions removed in such a manner as not to obscure vision between a height of two to 10 feet above the center-line grades of the intersecting roads.” “Such triangular area shall be determined by the intersecting road center lines and a diagonal connecting the two points, one point at each road center line, each of which points is one hundred fifty feet from the intersection of such road center lines if either road is an arterial road.” *A 50-foot sight triangle is shown at the intersection of Bartonsville Avenue and S.R. 0611 and shall be revised to meet the requirements of this Section.*
25. In accordance with Section 390-48.T.(11), “all access driveways shall be paved in their entirety in accordance with design specifications of § 390-59D”. Section 390-48.T.(13)(c), access drives shall be paved in their entirety. The specifications for such pavings shall be approved by the Township as applicable for the specific use proposed in accordance with § 390-59D. Alternate dust-free, all-weather surfaces for access may be permitted by the Township where appropriate. *Refer to Comment 44.*
26. In accordance with Section 390-48.T.(14), concrete aprons shall be provided for all access drives with concrete sidewalks. *A concrete apron is required across the proposed driveway. A concrete apron shall be shown and labeled in the plan view and a detail shall be included on the plan.*
27. In accordance with Sections 390-48.A.(5) and 390-48.AA, “curbs shall be constructed in accord with the most current PennDOT RC64M standard for plain concrete curbs and Americans with Disabilities Act standards”. “Sidewalks and road crosswalks may be required where necessary to provide proper pedestrian circulation or to provide access to community facilities and common areas. Sidewalks, where required or provided, shall be located within the road right-of-way immediately adjacent to the



curbs, except as may be approved by the Township to accommodate road trees or other landscaping. Sidewalks and road crosswalks shall be constructed in accord with the most current PennDOT RC67M standard and Americans With Disabilities Act standards.” *Handicap ramps shall be provided at the proposed driveway. Detailed views of the proposed ramps showing spot elevations, distances, and slopes shall be included on the plan. Handicap ramp details shall also be included on the plan. In addition, and in accordance with PennDOT Publication 408, Type S concrete shall be specified in the Concrete Sidewalk Detail on Sheet 15.*

28. In accordance with Section 390-50.D.(6), “the maximum slope of the earthen detention basin embankments shall be four horizontal to one vertical”. *The proposed basin side slopes are 3 to 1 and a waiver is required as proposed.*
29. In accordance with Section 390-50.D.(7), “the minimum top width of the detention basin berm shall be 10 feet”. *The proposed basin berm width is 8-feet and shall be revised.*
30. In accordance with Section 390-52.A.(1), 390-52.E.(4)(c), all subdivisions and land developments shall be served by an adequate water supply and sewage disposal system; and the developer shall provide evidence documenting said adequacy. *Approvals from the Brodhead Creek Regional Authority, Pocono Township, and the Pennsylvania Department of Environmental Protection shall be received in support of the water and sanitary sewer services.*
31. In accordance with Section 390-52.E.(4)(e)[2], “a minimum working pressure of 30 pounds per square inch shall be provided at each commercial or industrial building connected to the water supply main. Where a building wishes to connect to a central water system, a study shall be made to determine if there is adequate water supply in the system to supply the building and use.” *A note related to the minimum working pressure shall be placed on the plan.*
32. In accordance with Section 390-52.E.(4)(f)[3], fire hydrants shall be spaced so that all proposed building(s) will not be more than 600 feet from a hydrant measured along travel ways (driveway, roads, etc.)”. *The nearest fire hydrant is located south of the project site along S.R. 0611. It is located 640-feet from the proposed building which exceeds the limit of 600-feet. A second fire hydrant shall be provided. The plan shall also be submitted to the Pocono Township Volunteer Fire Company for its review and comment.*
33. In accordance with Sections 390-52.E.(4)(f)[6][a] and [b],
  - [a] “For purposes of fire protection in commercial and industrial uses, the system shall be capable of providing fire-flow and flow duration based on the type of use, hazard, and construction as specified in the Pennsylvania Uniform Construction Code as amended from time to time; however, the fire flow shall not be less than 1,500 gallons per minute.”
  - [b] “A reduction in the required fire flow by 50% may be permitted when all buildings within a development are provided with an approved automatic sprinkler system in accordance with the International Fire Code as adopted by the Pennsylvania Uniform Construction Code as amended.”

*Applicable notes shall be placed on the plan.*

34. In accordance with Section 390-52.G.(1)(d)[4], the “minimum [sanitary sewer] lateral diameter shall be four inches and minimum slope shall be 2%”. *The proposed slope of the sanitary sewer lateral is*



*0.9% and it appears this is controlled by the invert elevation at the existing sanitary sewer. A waiver is required as proposed.*

*Township Sanitary Sewer Note 5 shall be revised for consistency with the required and/or proposed slope.*

35. In accordance with Section 390-52.G.(1)(d)[5], the “maximum length of a lateral shall be 150 feet”. *The proposed lateral has a length exceeding 200-feet. Manholes shall be provided per the PADEP Domestic Wastewater Facilities Manual.*

36. In accordance with Section 390-55.B, “Minimum number of trees; preservation of existing vegetation. Unless other provisions of this chapter require more trees or vegetation, each development site shall include a minimum of 12 deciduous or evergreen trees for each one acre. Each deciduous tree shall be 2.5 inch caliper or greater and each evergreen tree shall be six to seven feet in height or greater. As an alternate, 10 trees for each one acre shall be required if deciduous trees are four inches in caliper or greater and evergreen trees are eight feet to 10 feet in height or greater. Five shrubs 2.5 feet in height or greater may be substituted for one tree of 2.5 inch caliper for a maximum of 20% of the tree requirement.” *Twenty-two (22) deciduous or evergreen trees are required.*

*A waiver is requested from Section 390-55.B to permit less than the required number of trees. We do not believe the waiver is required. Nineteen (19) deciduous trees (shade and ornamental) are proposed, and one (1) tree is existing, plus 20 shrubs equivalent to 4 trees creates a total of 24 proposed trees. Therefore, the landscaping meets the requirements of this Section, and the waiver shall be removed from the Waiver Requests list on Sheet 1 and Waiver Request Letter #1.*

37. In accordance with Section 390-55.B.(1)(a), “all subdivisions and land developments shall be laid out in such a manner as to minimize the removal of healthy trees and shrubs on the site. Mature trees (six inches or greater dbh) shall be preserved insofar as possible; and special consideration shall be given to major specimen trees (12 inches or greater dbh). The plan shall show the location of major specimen trees in areas of the site proposed for development, and the edge of existing woodlands.” *A waiver from Section 390-55.B.(1)(a) is requested to not require the identification of existing mature trees and major specimen trees. At a minimum, the nine (9) stand-alone trees shall be identified with size on the plan.*

38. In accordance with Section 390-55.C.(2)(e), “planting islands shall be a minimum of nine feet by 18 feet in dimension, underlain by soil (not base course material); mounded at no more than a 3:1 slope, nor less than a 5:1 slope; and shall be protected by curbing or bollards. Each planting island shall contain a minimum of one shade tree plus shrubs and/or ground cover sufficient to cover the entire area.” *A waiver from Section 390-55.C.(2)(e) is requested to not require shade trees in all proposed islands. Three (3) islands are proposed and only one (1) includes a shade tree. The second island proposes flag poles creating insufficient space for a shade tree. We question why a shade tree is not proposed in the third island near the entrance to the drive-thru.*

39. In accordance with Section 390-55.C.(2)(f), “all planting strips shall be a minimum of eight feet wide. Strips shall run the length of the parking row, underlain by soil (not base course material), shall be designed to encourage the infiltration of stormwater insofar as possible, and shall be protected by curbs, wheel stops, or bollards. Planting strips shall contain plantings of street-type shade trees at maximum intervals of tree per 30 feet, plus shrubs and/or ground cover, as approved by the Township, to cover the entire area.” *A waiver from Section 390-55.C.(2)(f) is requested. Per Section 390-55.C.(2)(d), planting strips are required in parking lots having greater than 100 spaces. The proposed parking lot*



*includes only 25 spaces, therefore Section 390-55.C.(2)(f) does not apply to the project. The Request should be removed from the Waiver Requests list on Sheet 1 and Waiver Request Letter #1.*

40. In accordance with Section 390-55.D.(3)(d), street “trees shall be planted at a ratio of at least one tree per 50 linear feet of frontage or fraction thereof. Trees shall be distributed along the entire frontage of the property, although they need not be evenly spaced”. *Seven (7) street trees are required along Bartonsville Avenue and 3 street trees are required along S.R. 0611. Five (5) street trees are proposed along Bartonsville Avenue. One (1) existing tree is proposed to remain along S.R. 0611 and no new trees are proposed.*

*A waiver from Section 390-55.D.(3)(d) is requested to permit less street trees than required by the Ordinance.*

*The proposed landscaping along Bartonsville Avenue includes 5 street trees, 1 ornamental tree, and several shrubs. We believe the ornamental tree should be replaced with a street tree creating a total of 6 street trees and reducing the need in the requested waiver. Shrubs cannot be counted toward the street tree requirement and the Ordinance Requirements – SALDO §390-55 on Sheet 12 and Waiver Request Letter #1 shall be revised accordingly.*

*A waiver from Section 390-55.D.(2) is required to permit the existing tree be counted as a street tree. In addition, it appears sufficient room is available for 2 street trees to be located north of the existing sanitary sewer easement. A waiver from Section 390-55.D.(2)(c) will be required to permit 2 street trees be located greater than 15-feet outside of the right-of-way line.*

41. In accordance with Sections 390-55.C.(3) and 390-55.F.(3)(a)[1] and Table 390-55-1, the following property line and road right-of-way buffers are required:

- a. A 10-foot wide low intensity buffer is required along the northern property line shared with Parcel No. 12/2/1/26-2 (247.12-feet) and shall consist of 5 canopy trees and 3 ornamental trees. *Existing woodlands along the northern property line are proposed to remain to meet the buffer requirement. No new trees are proposed.*
- b. A 10-foot wide low intensity buffer is required along the eastern property line shared with Parcel No. 12/2/1/26-2 (477.82-feet) and shall consist of 10 canopy trees and 5 ornamental trees. *Four (4) canopy trees and 6 ornamental trees are proposed. One (1) existing tree and existing woodlands are proposed to remain to aid in meeting the buffer requirement.*

*The Ordinance Requirements – SALDO §390-55 shall be revised to list the correct number of proposed canopy trees.*

- c. A 10-foot wide low intensity buffer is required along the southern property line, between the proposed parking area and S.R. 0611 (139.63-feet) and shall consist of 3 canopy trees and 2 ornamental trees. *One (1) existing tree is proposed to remain, and no trees are proposed within the 10-foot wide buffer area. It is noted that 2 canopy trees are proposed outside of the required buffer area, along the proposed parking lot. Also, and as discussed in Comment 40, it appears sufficient room is available for most, if not all of the required buffer plantings to be located north of the existing sanitary sewer easement.*

*The Ordinance Requirements – SALDO §390-55 shall be revised to list the correct number of required plantings and proposed canopy trees. In addition, shrubs cannot be utilized to meet*



*the low intensity buffer requirements, and that reference shall be removed from the Ordinance Requirements – SALDO §390-55.*

- d. A 10-foot wide low intensity buffer is required along the western property line, between the proposed parking area and Bartonsville Avenue (334.39-feet) and shall consist of 7 canopy trees and 4 ornamental trees. *Five (5) canopy trees and 1 ornamental tree are proposed, therefore 2 canopy trees and 3 ornamental trees are still required.*

*The Ordinance Requirements – SALDO §390-55 shall be revised to list the correct number of required plantings and proposed canopy trees. In addition, shrubs cannot be utilized to meet the low intensity buffer requirements, and that reference shall be removed from the Ordinance Requirements – SALDO §390-55.*

Per Section 390-55.F.(3)(g), “existing healthy trees, shrubs, or woodlands may be substituted for part or all of the required plants with the approval of the Township. The minimum quantities and/or visual effect of the existing vegetation shall be equal to or exceed that of the required buffer as determined by the Township.” *The Application shall discuss the use of the existing woodlands along the northern and eastern property lines and of the existing tree along the southern property line as part of the required buffer.*

*A waiver from Section 390-55.F.(3)(f) is requested to permit the required buffer plantings be located along areas outside the required buffer width. It appears this request applies to the proposed buffers along Bartonsville Avenue and S.R. 0611.*

*If the required buffers cannot be achieved using the existing woodlands, existing tree, and/or new plantings then a waiver from Section 390-55.F.3.(a) will also be required.*

42. In accordance with Section 390-55.H, “all plants used for landscaping and vegetative cover shall be selected from the List of Acceptable Plants attached hereto as Appendix A. The list is intended to offer a broad selection of plants suitable for the various required landscapes required by this chapter. Native plants are indicated for use in natural or naturalized settings. Plants not found on the list may be substituted, provided that the Township determines that the requirements of § 390-55G(2) are satisfied and the plants are suitable for the proposed purpose and location. *The proposed Sweetbay Magnolia (Magnolia virginiana) is not listed in the List of Acceptable Plants and shall be replaced or requested to be used as a substitute.*
43. In accordance with Section 390-58.C.(1), “the proposal for common open space, installation of recreation facilities and/or fees shall be offered for review by the Planning Commission and the Pocono Township Park and Recreation Committee”. *Township Plan Note 1 indicates a fee in-lieu-of will be provided. The proposed limit of disturbance is 1.60 acres, therefore a fee in the amount of \$2,240 (1.6 acres \* \$1,400 per acre) will be required.*
44. In accordance with Section 390-59.D, “Parking lot paving standards. Off-street parking areas and perimeter travel lanes shall be designed with pavement sections as specified below, as a function of anticipated traffic loads defined as follows...”*The plan proposes a paving section meeting the requirements for light load lots and consisting of 4-inches depth 2A stone with 2.5-inches depth wearing course. Given the loading of trucks that may frequent the bank parking lot we suggest the Applicant consider a moderate lot paving section consisting of 4-inches depth 2A stone with 3-inches depth binder course and 1.5-inches depth wearing course.*



## STORMWATER MANAGEMENT ORDINANCE COMMENTS

The proposed development is located within the Brodhead-McMichaels Watershed and discharges toward an unnamed tributary to Pocono Creek which has a Chapter 93 Classification of High Quality, Cold Water Fishery with Migratory Fishes (HQ/CWF-MF). The project is also located within the C Stormwater Management District.

45. In accordance with Section 365-8.F, “areas of existing diffused drainage discharge shall be subject to any applicable discharge criteria in the general direction of existing discharge, whether proposed to be concentrated or maintained as diffused drainage areas, except as otherwise provided by this chapter. If diffused drainage discharge is proposed to be concentrated and discharged onto adjacent property, the applicant must document that adequate downstream conveyance facilities exist to safely transport the concentrated discharge, or otherwise prove that no erosion, sedimentation, flooding or other impacts will result from the concentrated discharge.” *Basin 1 will discharge stormwater through an underdrain and concentrated discharge will now be directed toward the adjacent property. No downstream conveyance is proposed and evidence of safe transport of the concentrated discharge has not been submitted. The plan shall be revised for compliance with this Section.*
46. In accordance with Section 365-10.A.(1), “for water quality and stream-bank erosion, the objective is to design a water quality BMP to detain the proposed conditions' two-year, twenty-four-hour design storm flow to the existing conditions' one-year, twenty-four-hour design storm flow using the NRCS Type II distribution. Additionally, provisions shall be made (such as adding a small orifice at the bottom of the outlet structure) so that the proposed conditions' one-year, twenty-four-hour design storm flow takes a minimum of 24 hours to drain from the facility, from a point where the maximum volume of water from the one-year, twenty-four-hour design storm is captured (i.e., the maximum water surface elevation is achieved in the facility).” *The post development 2-year peak flow for DP-003 is greater than the corresponding predevelopment 1-year peak flow. The calculations shall be revised for compliance with this Section.*
47. In accordance with Section 365-11.A.(2)(b), “an infiltration and/or percolation rate sufficient to accept the additional stormwater load and drain completely as determined by field tests conducted by the applicant's design professional”. *The tested infiltration rate with a safety factor is 0.1 inches hour. While the PADEP BMP Manual suggests a minimum infiltration rate of 0.1 inches/hour we believe alternative BMPs should be considered. If this is not feasible, additional testing will be required after construction of proposed Infiltration Basin #1 to ensure the basin will function as designed. A note requiring post-construction infiltration testing shall be placed on the plan.*
48. In accordance with Section 365-11.A.(2)(c), “the recharge facility shall be capable of completely infiltrating the recharge volume within three days”. *The calculated draw down time is 88 hours which exceeds 3 days (72 hours). A waiver is requested.*
49. In accordance with Section 365-12.A.(2) and Table 365-12.A, Provisional Direct Discharge District, development sites which can discharge directly to the main channel or major tributaries or indirectly to the main channel through an existing stormwater drainage system (i.e., storm sewer or tributary) which meets the "downstream hydraulic capacity analysis" in § 365-12H and is shown by the design professional to not cause a downstream problem, may allow an increase in flow as long as no downstream harm is demonstrated. However, sites in District C shall comply with the criteria for water quality and stream-bank erosion (§ 365-10); and groundwater recharge (§ 365-11). If the proposed conditions runoff is intended to be conveyed by an existing stormwater drainage system to the main



channel, assurance must be provided that such system has adequate capacity to convey the increased peak flows or will be provided with improvements to furnish the required capacity. When adequate capacity of the downstream system does not exist and will not be provided through improvements, the proposed conditions peak rate of runoff must be controlled to the existing conditions peak rate as required in District A provisions (i.e., ten-year proposed conditions flows to ten-year existing conditions flows) for the specified design storms. *Proposed Basin #1 will discharge stormwater through an underdrain directed toward the adjacent property (POA 1). The discharge to POA 1 does meet the peak flow requirements of District A, however a concentrated discharge is now created and shall meet the requirements of Section 365-8.F. Refer to Comment 45.*

*In addition, refer to Comments 46, 47, and 48 which are related to our review of the water quality and groundwater recharge requirements.*

50. In accordance with Section 365-13.A, “stormwater runoff from all development sites with a drainage area of greater than 200 acres shall be calculated using a generally accepted calculation technique that is based on the NRCS Soil Cover Complex Method. Table 365-13 summarizes acceptable computation methods, and the method selected by the design professional shall be based on the individual limitations and suitability of each method for a particular site. The municipality may allow the use of the Rational Method to estimate peak discharges from drainage areas that contain less than 200 acres.” *The peak flow calculations utilize the Rational Method. While this method is appropriate to determine peak flow rates over a small drainage area it does not provide an accurate determination of stormwater volumes. The calculations shall be revised to utilize the TR-55 method.*
51. In accordance with Section 365-13.C, “for the purposes of existing conditions flow rate determination, undeveloped land shall be considered as “meadow” in good condition, unless the natural ground cover generates a lower curve number or Rational “C” value, as listed in Table B-2 or B-3 in Appendix A of this chapter”. *The predevelopment Composite C Worksheets shall calculate the Rational C value utilizing meadow areas where lawn and impervious areas exist. Roadway impervious areas may continue to be considered impervious area.*
52. In accordance with Section 365-13.D, times-of-concentration for overland flow shall be calculated using the methodology presented in Chapter 3 of Urban Hydrology for Small Watersheds, NRCS, TR-55 (as amended or replaced from time to time by NRCS).
  - a. *The times of concentration for the predevelopment and post development DP-002, DP-003, and DP-004 drainage areas shall be a minimum of 6 minutes per the TR-55 Manual.*
  - b. *The time of concentration calculation for Basin 1 DP-001 shall be revised to include 70-feet ± of Shallow Concentrated Flow over the paved area prior to stormwater entering inlet I-5. Per the storm sewer profile for I-5 to EW-2 on Sheet 14, the calculation shall also be revised to utilize a 0.5% channel slope in the Channel Flow.*
53. In accordance with Section 365-13.F, “runoff coefficients (c) for both existing and proposed conditions for use in the Rational Method shall be obtained from Table B-3 in Appendix A of this chapter”. *The Rational Runoff Coefficient of the lawn areas in C soils utilized in the post development peak flow calculations is not consistent with that required by Table B-3 and shall be revised.*
54. In accordance with Section 365-14.E, “adequate erosion protection shall be provided along all open channels, and at all points of discharge”. *Permanent rock riprap shall be provided at the discharge of the underdrain. The plans and calculations shall be revised accordingly.*



55. In accordance with Section 365-15.A, “for all regulated earth disturbance activities, erosion and sediment control BMPs shall be designed, implemented, operated, and maintained during the regulated earth disturbance activities (e.g., during construction) to meet the purposes and requirements of this chapter and to meet all requirements under Title 25 of the Pennsylvania Code and the Clean Streams Law. Various BMPs and their design standards are listed in the Erosion and Sediment Pollution Control Program Manual (E&S Manual3), No. 363-2134-008, as amended and updated”. *All submissions to, correspondences with, and permit from the County Conservation District/PADEP shall be provided upon receipt. Refer to Comment 15 for the comment related to our review of the Erosion and Sedimentation Control Plan set.*
56. In accordance with Section 365-19.B.(18), the plan shall include “overland drainage patterns and swales”. *The drainage area line separating areas draining to inlets I-3 and I-4 shall be shown on the Inlet Post Drainage Area Map.*
57. In accordance with Section 365-19.B.(1), the plan shall include “a fifteen-foot-wide access easement to and around all stormwater management facilities that would provide ingress to and egress from a public right-of-way”. *A Proposed Storm/Drainage Easement is shown on Sheet 10. The easement shall be revised to provide access to Bartonsville Avenue over the proposed driveway. Alternatively, a blanket easement may be provided. If a blanket easement is proposed, the Pocono Township SWM Note on Sheet 1 shall be revised to reference the blanket easement.*

#### **STORMWATER MANAGEMENT AND STORM SEWER DESIGN COMMENTS**

58. The Rational C values used in the storm sewer calculations are consistent with those required for A soils, however the post development peak flow calculations reference C soils. The types of soils and the associated Rational C values shall be revised for consistency in the peak flow and storm sewer calculations.
59. The invert out elevation at I-10 (772.30) shown in the I-12 to I-10 profile on Sheet 13 and in the Infiltration Basin #1 (I-11 to FES-1) profile on Sheet 14 is higher than the invert in elevation from I-12 (772.22). The invert elevations shall be revised accordingly.
60. The cover over the storm sewer pipe between inlet I-106B and manhole MH-106A is less than the suggested minimum of 2-feet. The proposed inlet and manhole are located in Bartonsville Avenue and the proposed driveway, respectively, and cover over the proposed storm sewer should be maximized. It appears there is ability to lower the proposed storm sewer to achieve maximum cover.
61. The top of grate elevation at inlet I-5 is inconsistent between that shown on Sheet 8 and that listed in the I-5 to EW-2 profile on Sheet 14. The plan view or profile shall be revised.
62. The storm sewer calculations include the roof drains to inlet I-3 only. The plan also proposes to connect roof drains to inlets I-5 and I-12 and the calculations shall be revised.
63. On Sheet 19, the elevations provided in the Infiltration Basin #1 Detail are inconsistent with those provided in the plan view and utilized in the calculations. The Detail shall be revised. In addition, the total depth of stone including the underdrain shall also be dimensioned in the Detail.

#### **MISCELLANEOUS COMMENTS**

64. The proposed improvements including the addition of a right-turn lane on S.R. 0611, cross walk



crossing Bartonsville Avenue, and improvements along and across Bartonsville Avenue shall be shown on this plan with reference to the PennDOT Highway Occupancy Permit Plans they were taken from.

65. The proposed storm sewer improvements related to manhole MH-106 and shown on the Ertle Wawa Project site shall also be shown on this plan. Reference to the Ertle Wawa Project plans shall be included.
66. On Sheet 1, the references to the Lighting Plan and E&S Control Plan under the Sheet Index shall include the number of sheets, plan title, plan preparer, date, and any subsequent revision dates.
67. On Sheet 2, the reference to Boucher & James, Inc. in Township Plan Note 24 shall be revised to reference T&M Associates.
68. On Sheet 6, reference is made to removing existing underground tanks. The type of tanks to be removed shall be identified for further review.
69. On Sheet 7, the single white line along the shoulder shall be shown as being repainted following the proposed roadway widening.
70. The height of the fence at the proposed retaining wall shall be specified on Sheet 7 and within the Typical Section Segmental Retaining Wall detail on Sheet 15.
71. Site Plan Note 8 on Sheet 7 shall be revised to require blue paint for the handicap striping, symbols, and access aisle markings.
72. On Sheet 8, the top of curb elevation at the northwesterly corner of the westernmost parking space appears incorrect and should have a top of curb elevation of 777.79. In addition, all curb tapers shall be identified with the top and bottom of curb elevations where the 6-inch reveal begins/ends.
73. The top and bottom of curb elevations shown at the proposed driveway intersection with Bartonsville Avenue on Sheet 8 shall be revised for clarification. Along the northern radius the elevations show a 6-inch reveal at inlet I-106B then no reveal while entering the project site until the right-of-way line where the curb has a 6-inch reveal again. Along the southern radius there is no reveal beginning past the right-of-way line and extending to the intersection with Bartonsville Avenue. Additional spot elevations and labels shall be provided to clearly depict the construction of the proposed curb.
74. The ground cover plantings shall also be quantified in the Plant Schedule on Sheet 11.
75. The tree wrap shown in the No Stake Deciduous Tree Planting detail on Sheet 12 shall be removed or a note requiring it to be removed upon planting shall be added to the detail.
76. Sheet 15 includes two (2) curb end treatment details: Curb Terminus and 6" Curb to 0" Depressed Curb Taper Detail. The plan shall be revised to clearly indicate where each end treatment is proposed, or the plan shall be revised to provide only one (1) end treatment detail.
77. Details for the proposed bollards, concrete at the drive-thru, and trash enclosure shall be included on the plan.
78. Closure reports for all proposed easements shall be submitted for review.



79. Waiver Request Letter #1 references West Earl Township and shall be revised.

The above comments represent a thorough and comprehensive review of the information submitted, with the intent of giving the Township the best direction possible. However, due to the number and nature of comments, the receipt of a revised plan submission may generate new comments.

In order to facilitate an efficient re-review of revised plans, a letter shall be provided, addressing item by item, action in response to each of our comments.

If you should have any questions regarding the above comments, please call me.

Sincerely,

Jon S. Tresslar, P.E., P.L.S.  
Township Engineer

JST/meh

cc: Jerrod Belvin, Manager – Pocono Township  
Paul Morgan, Zoning Officer – Pocono Township  
Leo DeVito, Esquire. – Township Solicitor  
Lisa Pereira, Esquire – Broughal & DeVito, LLP  
Patricia A. Adelman, Executrix – Property Owner  
Michael Martin, Members 1<sup>st</sup> Federal Credit Union – Applicant  
Terri Delo, Integrated Consulting – Applicant's Engineer  
Kristina Heaney, Manager – Monroe County Conservation District  
Amy R. Montgomery, P.E. – T&M Associates  
Melissa E. Hutchison, P.E. – T&M Associates

**TOWNSHIP OF POCONO, MONROE COUNTY, PENNSYLVANIA**

**RESOLUTION NO. 2026-09**

**A RESOLUTION GRANTING CONDITIONAL APPROVAL OF THE CARL E. SLUTTER – 116 HILLIARD LANE EASEMENT REVISION PLAN**

**WHEREAS**, the applicant, Carl E. Slutter, submitted a plan application titled “Plan of Proposed Easement for Carl E. Slutter” (the “Plan”). The Applicant is proposing to eliminate an existing 15 foot wide private access street extending through his property known as Monroe County Tax Parcel No. 12.7D.1.4-1 to Monroe County Tax Parcel No. 12.7D.1.4-2, which is also owned by the Applicant. A new 20 foot wide driveway easement is proposed and located in a slightly different configuration to provide access to Tax Parcel No. 12.7D.1.4-2; and

**WHEREAS**, the Township Engineer has reviewed the Plan and offered comments in his letters dated October 15, 2025, December 16, 2025 and January 5, 2026; and

**WHEREAS**, the Pocono Township Board of Commissioners desire to grant the conditional approval of the Plan, subject to the following.

**NOW THEREFORE BE IT HEREBY RESOLVED** by the Board of Commissioners of Pocono Township, County of Monroe, and Commonwealth of Pennsylvania:

That the “Plan of Proposed Easement for Carl E. Slutter” as shown on the plan prepared by Policelli Associates, Inc., dated September 2, 2025, as revised, be hereby approved with the following conditions and provided the plan is revised as follows, subject to the review and approval of the Township Engineer and/or Township Solicitor:

1. The applicant shall comply with all of the conditions and requirements identified in the Township Engineer’s letters dated October 15, 2025, December 16, 2025 and January 5, 2026.
2. The applicant shall pay all necessary fees associated with the Plan, including but not limited to any outstanding plan account charges and all professional services fees, prior to the recording of the Plan.
3. The applicant shall obtain all required permits and approvals from other governmental agencies prior to presenting the Plan for signatures.
4. The applicant shall provide the requisite number of plans which are signed and notarized by the owner and sealed by the engineer.
5. The applicant shall meet all conditions of the final plan approval, and Plan shall be recorded within twelve (12) months of Conditional final plan approval, and agrees that if such conditions are not met, the Conditional final plan approval will be considered void.

6. The applicant shall accept these conditions in writing within five (5) days of receipt of the Board of Commissioners Resolution, otherwise the application is denied.

**RESOLVED** at a duly constituted meeting of the Board of Commissioners of the Township of Pocono the \_\_\_\_\_ day of \_\_\_\_\_, 2026.

ATTEST:

Township of Pocono  
Board of Commissioners

By: \_\_\_\_\_

Print Name: Jerrod Belvin  
Title: Township Manager

By: \_\_\_\_\_

Print Name: Ellen Gndt  
Title: President



| YOUR GOALS. OUR MISSION.

January 5, 2026

Pocono Township Board of Commissioners  
205 Old Mill Road  
Tannersville, PA 18372

**SUBJECT: CARL E. SLUTTER- 116 HILLIARD LANE  
EASEMENT REVISION PLAN REVIEW NO. 3  
POCONO TOWNSHIP, MONROE COUNTY, PENNSYLVANIA  
POCONO TOWNSHIP LDP NO. 1450, T&M PROJECT NO. POCO-R1320**

Dear Commissioners:

Pursuant to the Township's request, we have performed our third review of the above referenced project. The submitted information consists of the following items.

- Response email from Policelli Associates, Inc. dated December 19, 2025.
- Plan entitled "Plan of Proposed Easement for Carl E. Slutter", prepared by Policelli Associates, Inc., dated September 2, 2025, last revised December 19, 2025.

#### **BACKGROUND INFORMATION**

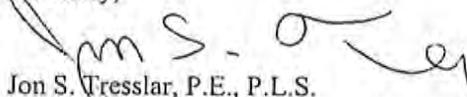
The Applicant is proposing to eliminate an existing "15-foot-wide Private Access Street" extending through their property (Parcel No. 12.7D.1.4-1) from Hilliard Lane to Parcel No. 12.7D.1.4-2, also owned by the Applicant. A new 20-foot-wide Driveway Easement is proposed instead, and located in a slightly different configuration to provide access to Parcel No. 12.7D.1.4-2.

The existing Private Access Street was created as part of a prior subdivision (Hillbilly Acres). This submission is a revision to an approved plan per SALDO Section 390-21.

Based upon our review of the above information and our previous comment review letter dated December 16, 2025, we find all previous comments have been satisfactorily addressed.

If you should have any questions, please call me.

Sincerely,



Jon S. Tresslar, P.E., P.L.S.  
Township Engineer

JST/arm

cc: Jerrod Belvin – Township Manager  
Paul Morgan – Township Zoning Officer  
Leo DeVito, Esq. – Township Solicitor  
Lisa Pereira, Esq. – Broughal & DeVito, LLP  
Scott Policelli, P.L.S. – Policelli Associates, inc.  
Carl and Julie Slutter – Owners/Applicants  
Amy R. Montgomery, P.E. – T&M Associates  
Melissa E. Hutchison, P.E. – T&M Associates

G:\Projects\POCO\R1320\Correspondence\Review Letters\Carl E. Slutter Easement Revision Review No. 3.docx

**TOWNSHIP OF POCONO, MONROE COUNTY, PENNSYLVANIA**

**RESOLUTION NO. 2026-10**

**A RESOLUTION GRANTING CONDITIONAL APPROVAL  
OF MOUNTAIN EDGE VILLAGE COMMUNITY TOWNHOUSE UNITS  
57A-H PRELIMINARY/FINAL LAND DEVELOPMENT PLAN**

**WHEREAS**, the Applicant, Percudani House III, LP, submitted a plan application titled “Land Development Plan for Mountain Edge Village Community Townhouse Units 57A-H” (the “Plan”). The Applicant proposes to construct a new 8-unit townhouse building at the end of Ski Side Lane located within Mountain’s Edge at Camelback. The property is located in the RD Recreation Zoning District and is known as Monroe County Tax ID Nos. 12.10B2.1.1 and 12.117167; and

**WHEREAS**, the Township Engineer has reviewed the Plan and offered comments in his letters dated May 1, 2025, September 8, 2025 and December 18, 2025; and

**WHEREAS**, the Pocono Township Planning Commission recommended conditional plan approval at its meeting held on January 12, 2026; and

**WHEREAS**, the Pocono Township Board of Commissioners desires to take action on this Plan.

**NOW THEREFORE BE IT HEREBY RESOLVED** by the Board of Commissioners of Pocono Township, County of Monroe, and Commonwealth of Pennsylvania:

That the following requests for modification from the Subdivision and Land Development Ordinance are hereby granted:

1. SALDO Section 390-29.E.(3). – The survey shall not have an error of closure greater than one in 10,000 ft and shall include a boundary closure report. *The applicant shall not be required to submit an overall boundary survey with boundary closure reports since the proposed improvements are located over 300 feet from the closest part of the boundary.*
2. SALDO Section 390-29.J.(1)(c). Truck turning movements for a WB-50 Truck shall be provided. *Applicant shall not be required to provide truck turning movements for a WB-50 truck.*
3. SALDO Section 390-49.A(4) – Monuments at Outbound Locations. *Applicant shall not be required to place monuments at all outbound locations because it is proposing a relatively minor disturbance of an existing large, developed site.*
4. SALDO Section 390-50.D.(5) – “The maximum slope of the earthen detention basin embankments shall be four horizontals to one vertical.” *Applicant is proposing a slope of 3:1.*

5. SALDO Section 390-50.D.(7) – Top Width. The minimum top width of the detention basin shall be 10 feet. *Applicant is proposing a five foot top of berm width.*
6. SALDO Section 390-50.D.(8) – In order to ensure proper drainage on the basin bottom, a minimum grade of 2% shall be maintained for areas of sheet flow. For channel flow, a minimum grade of 1% shall be maintained. *Applicant is proposing 0% slope.*
7. SALDO Section 390-50.D.(11)(c) – Emergency spillways shall be constructed of reinforced concrete or other materials approved by the township engineer. *Applicant is permitted to use the NAG SC250 matting as an alternative to concrete.*

That the following request for modification of the Brodhead and McMichael Creeks Stormwater Management Ordinance are hereby granted:

1. SMO Section 365-8.L – “Roof drains should not be connected to streets, sanitary or storm sewers, or roadside ditches in order to promote overland flow and infiltration/percolation of stormwater.” *Applicant proposes to have a portion of the roof drains connect to the infiltration BMP.*
2. SMO Section 365-13.B. – “Design Criteria for Rainfall Data.” *Applicant is proposing to utilize the NOAA Atlas 14 rainfall data as part of the stormwater management analysis to be consistent with the NPDES Application calculations.*

That the “Land Development Plan for Mountain Edge Village Community Townhouse Units 57A-H” as shown on the preliminary land development plan prepared D&D Engineering and General Construction, LLC, dated January 2, 2025, as revised, be hereby approved with the following conditions and provided the plan is revised as follows, subject to the review and approval of the Township Engineer and/or Township Solicitor:

1. The applicant shall comply with all of the conditions and requirements identified in the Township Engineer’s letters dated May 1, 2025, September 8, 2025 and December 18, 2025.
2. The applicant shall enter into an Improvements Agreement with the Township and provide appropriate security.
3. The applicant shall enter into a Maintenance Agreement with the Township and provide appropriate security.
4. The applicant shall enter into a Stormwater Management and Maintenance Agreement with the Township.
5. Prior to the recording of the Plan, the applicant shall pay all necessary fees associated with the Plan, any outstanding plan account charges, and all professional services fees.
6. The applicant shall obtain all required permits and approvals from other governmental and regulatory agencies prior to presenting the Plan for signatures.

7. The applicant shall provide the requisite number of plans which are signed and notarized by the owner and sealed by the engineer.
8. The applicant shall meet all conditions of the preliminary/final plan approval, and Plan shall be recorded within twelve (12) months of Conditional Plan approval, and agrees that if such conditions are not met, the Conditional Plan approval will be considered void.
9. The applicant shall accept these conditions in writing within five (5) days of receipt of the Board of Commissioners Resolution, otherwise the application is denied.

**RESOLVED** at a duly constituted meeting of the Board of Commissioners of the Township of Pocono the \_\_\_\_\_ day of \_\_\_\_\_, 2026.

ATTEST:

Township of Pocono  
Board of Commissioners

By: \_\_\_\_\_  
Print Name: Jerrod Belvin  
Title: Township Manager

By: \_\_\_\_\_  
Print Name: Ellen Gandt  
Title: President



YOUR GOALS. OUR MISSION.

December 18, 2025

Pocono Township Planning Commission  
205 Old Mill Road  
Tannersville, PA 18372

**SUBJECT: MOUNTAIN EDGE VILLAGE COMMUNITY TOWNHOUSE UNITS 57A-H  
PRELIMINARY/FINAL LAND DEVELOPMENT REVIEW NO. 3  
POCONO TOWNSHIP, MONROE COUNTY, PENNSYLVANIA  
POCONO TOWNSHIP LDP NO. 1445, T&M PROJECT NO. POCO-R1180**

Dear Planning Commission Members:

Pursuant to the Township's request, we have performed a review of the Preliminary/Final Land Development Plan Application for Mountain Edge Village Community Townhouse Units 57A-H. The submitted information consists of the following items.

- Response Letter prepared by D&D Engineering and General Construction, LLC, dated November 25, 2025.
- Fire Company comments dated December 16, 2025.
- Quantity & Cost Estimate prepared by Deanna L. Schmoyer, P.E., dated December 9, 2025.
- "E&SPC & PSCM Report/Narrative" prepared by D&D Engineering and General Construction, LLC, dated January 2, 2025, last revised December 5, 2025.
- Boundary Survey Map of Ski Side Village prepared by Brian D. Courtright, P.L.S., 1 sheet, dated December 5, 2023.
- Land Development Plan for Mountain Edge Village Community Townhouse Units 57A-H prepared by D&D Engineering and General Construction, LLC, 13 sheets, dated January 2, 2025, last revised December 5, 2025.

### **BACKGROUND INFORMATION**

The Applicant, Percudani House III, L.P., has submitted a plan proposing an 8-unit townhouse building at the end of Ski Side Lane located within Mountain's Edge at Camelback. The property is located within the RD, Recreation, Zoning District and consists of two parcels (Tax ID No. 12/10B2.1/1 and 12/117167). The overall property has an area of 65.25 acres and contains numerous existing townhouse buildings, parking areas, outdoor amenities (pool, basketball court, tennis court), access roads, a sewage pump station, and a sewage treatment plant. The site also has wetlands, ponds, wooded areas, steep slopes, the Pocono Creek watercourse, and an unnamed tributary to the Pocono Creek. The site is currently served by private centralized water and sewer.

The project proposes a new 8-unit townhouse building, new parking areas to serve the new building as well as existing Units 45-48, and a new infiltration/retention berm for stormwater management. The building is in accordance with the originally approved Mountain Edge Village Planned Community. The project was a previously approved land development called "Ski Side Village" with a total of 57 townhouse units approved



in November 1986. Per the application information, the proposed project will bring the site to a total of 56 townhouse units.

The project site is located within the B-2 Stormwater Management District of the Brodhead-McMichaels Watershed. The receiving water is the Pocono Creek, which has a Chapter 93 classification of High-Quality, Cold-Water Fishery with Migratory Fishes (HQ, CWF/MF).

Based upon our review of the above information and our previous comment review letter dated September 8, 2025, we offer the following comments and/or recommendations related to the proposed development.

### **SUBDIVISION AND LAND DEVELOPMENT ORDINANCE COMMENTS**

**Waivers in Comments 1, 7, 17, 18, 19, 20, 21, 33, and 37 were requested and recommended for approval by the Township Planning Commission on October 14, 2025. Waivers in Comments 16 and 31 are also requested, but were deferred to the Board of Commissioners.**

1. In accordance with Section 390-29.E.(3), "The survey shall not have an error of closure greater than one in 10,000 feet and shall include a boundary closure report." *The design engineer has requested a waiver to this requirement. The justification states, "An overall boundary was plotted for the land development from a plan prepared by Brian D. Courtright, P.L.S., and the project area location coordinated from the overall boundary. It is requested that an overall boundary survey is not required with boundary closure reports since the proposed improvements are located over 300-feet from the closest part of the boundary." (Previous Comment 1) Due to the relatively minor disturbance of an existing large, developed site, we have no objections to this waiver. (Previous Comment 1)*
- 2.-6. Previous Comments 2 through 6 satisfied.
7. Per Section 390-29.J.(1)(c), the plans shall include "truck turning movement diagrams for at least a WB-50 truck." *A turning movement diagram for a WB-50 truck shall be provided. (Previous Comment 7) The design engineer has requested a waiver to this requirement. The justification states, "This is an existing townhouse development that was designed and approved in 1987, of which a WB-50 truck was not designed within the existing road system. The land development is for the development of a townhouse unit pad that was previously approved. A sign will be posted at the gated entrance that no tractor trailers are allowed." Due to the nature of the proposed project on an existing developed site, we have no objections to this waiver. (Previous Comment 7)*
- 8.-9. Previous Comments 8 and 9 satisfied.
10. In accordance with Section 390-29.J.(9), supporting documents to be submitted include "A list of any public utility, environmental or other permits required and if none are required, a statement to that effect. The Township may require a professional engineer's certification of such list." In addition, and in accordance with Section 390-29.J.(19), "Copies of all other required permits or the applications made therefor." *The Design Engineer shall submit the required list of required permits/approvals to the Township. The following outside agency approvals are required:*
  - a. *Monroe County Planning Commission – Comments were received in a letter dated April 29, 2025.*
  - b. *Pocono Township Fire Department – Pending*

**(Previous Comment 10) Fire Company comments were received December 16, 2025.**



11. In accordance with Section 390-32.B and Section 390-41, no final plan shall be signed by the Board of Commissioners for recording in the office of the Monroe County Recorder of Deeds until:

All improvements required by this chapter are installed to the specifications contained in Article VI of this chapter and other Township requirements and such improvements are certified by the applicant's engineer; or

Proposed developer's agreements and performance guarantee in accord with §390-35 and the Pennsylvania Municipalities Planning Code, Act 247 of 1968 as amended, have been accepted by the Board of Commissioners.

*The Applicant shall submit a construction cost estimate for the proposed site improvements in order to determine the required escrow amount for the developer's agreement. A developer's agreement and performance guarantee will be required prior to plan recordation. (Previous Comment 10) The response letter states, "A cost estimate will be provided once the comments are mainly addressed and there are no more changes to the plans." (Previous Comment 11) The cost estimate will be reviewed under separate cover.*

- 12.-15. Previous Comments 12 through 15 satisfied.

16. In accordance with Section 390-48.AA, "sidewalks and road crosswalks may be required where necessary to provide proper pedestrian circulation or to provide access to community facilities and common areas. Sidewalks, where required or provided, shall be located within the road right-of-way immediately adjacent to the curbs, except as may be approved by the Township to accommodate road trees or other landscaping. Sidewalks and road crosswalks shall be constructed in accord with the most current PennDOT RC67M standard and Americans with Disabilities Act standards." *Sidewalks may be required along Camelback Road. (Previous Comment 16) The design engineer has requested a waiver to this requirement. The justification states, "This is an existing townhouse development that was designed and approved in 1987. The proposed improvements consist of the construction of one townhouse unit and parking. No construction is proposed near Camelback Road." We recommend the Applicant discuss this with the Board of Commissioners. (Previous Comment 16)*
17. In accordance with Section 390-49.A.(4), "Monuments shall be set at all outbound locations where permanent monuments did not exist at the time of the perimeter survey unless site conditions preclude the installation, and the missing monument shall be noted on the final plan. Existing monuments shall not be removed." *While the Boundary Survey Map shows the majority of the outbound monumented, the property line along Camelback Road, in Pocono Creek, and two corners near "The Chateau", require monuments to be set. (Previous Comment 17) The design engineer has requested a waiver to this requirement. The justification states, "The proposed improvements are minor and are over 300 feet from the nearest property line. The proposed earth disturbance is less than an acre compared to the overall property area of 65 acres. A property boundary was performed by Brian D. Courtright, P.L.S., of which he notes he set pins on the property line where none were found." Due to the relatively minor disturbance of an existing large, developed site, we have no objections to this waiver. (Previous Comment 17)*
18. Per Section 390-50.D.(5), "Embankment slope. The maximum slope of the earthen detention basin embankments shall be four horizontal to one vertical." *The proposed slopes of the basin berm are shown at 3:1 which exceeds this ordinance requirement. (Previous Comment 18) The design engineer*



*has requested a waiver to this requirement. The justification states, "The proposed BMP has limited area based on the existing terrain. 3:1 side slopes have been utilized on the proposed berm. The maximum depth of the berm is 3 feet with ponding depth to only 2 feet." We have no objection to the use of the 3:1 side slopes as this is an industry standard maintainable slope. (Previous Comment 18) It is noted that the maximum depth of the berm is now 4.5 feet with ponding depth to 3.26 feet for the 100-year storm event. We continue to have no objection to the use of the 3:1 slopes as stated above.*

19. Per Section 390-50.D.(7), "Top width. The minimum top width of the detention basin berm shall be 10 feet." *The top width of the detention basin berm shall be dimensioned. It appears to be less than the required 10 feet. (Previous Comment 19) The design engineer has requested a waiver to this requirement. The justification states, "The proposed BMP is small due to the limited improvements and has limited area based on the existing terrain. A five foot top of berm width has been provided. The maximum depth of the berm is 3 feet with ponding depth to only 2 feet." Due to the minimal size of the BMP, we have no objection to the requested reduction in the width of the berm. (Previous Comment 19) It is noted that the maximum depth of the berm is now 4.5 feet with ponding depth to 3.26 feet for the 100-year storm event. We continue to have no objection to the requested waiver as stated above.*
20. Per Section 390-50.D.(8), "Minimum. In order to ensure proper drainage on the basin bottom, a minimum grade of 2% shall be maintained for areas of sheet flow." *The basin appears to be flat across its bottom due to its design for infiltration. If requested, we would support a waiver to this requirement since a flat bottom is required for infiltration. (Previous Comment 20) The design engineer has requested a waiver to this requirement. The justification states, "The proposed BMP is an infiltration basin, of which a 0% slope is required." We support this waiver due to the requirement for infiltration. (Previous Comment 20)*
21. In accordance with Section 390-50.D.(11)(c), "Emergency spillways shall be constructed of reinforced concrete or other material approved by the Township Engineer." *The plans currently specify the use of NAG75 material with vegetation, which would require a waiver. We would support the use of an appropriate material in this situation. (Previous Comment 21) The design engineer has requested a waiver to this requirement. The justification states, "The spillway is for storm events greater than a 100-year storm with limited flow going over the spillway. The NAGS75 matting is adequate for stabilization." We do not support the use of the NAGS75 as an acceptable alternative to concrete because it is fully degradable. However, we would support the use of a permanent erosion control blanket instead. (Previous Comment 21) The plans now specify NAG SC250 which is an appropriate permanent erosion control blanket for this application.*
- 22.-23. Previous Comments 22 and 23 satisfied.
24. Per Section 390-52.A.(2), Water supply and sewage disposal. "Three copies of all correspondence, supporting documentation, applications for permits and certificates for operation submitted to the Pennsylvania Department of Environmental Protection and/or the Pennsylvania Public Utilities Commission for the right to provide such services shall be forwarded to the Township as a part of the public record. One copy of the permit and/or certificate of convenience issued by the Pennsylvania Department of Environmental Protection and/or the Pennsylvania Public Utilities Commission authorizing such services shall be forwarded upon receipt to the Township as a part of the public record." *Copies of the permits for the existing centralized water supply and sewage disposal facilities shall be provided to the Township. Additionally, the Developer's Agreement shall require that copies*



*of the monthly reporting sent to PADEP also be provided to the Township simultaneously. (Previous Comment 24) The NPDES Permit provided for the sewage system expired on November 30, 2019. A current copy of the permit shall be provided.*

25.-27. Previous Comments 25 through 27 satisfied.

28. In accordance with Section 390-55.I., "Landscape plans shall be prepared by a landscape architect licensed and registered to practice by the Commonwealth of Pennsylvania or other person deemed qualified by the Township." *The landscape plans shall be signed and sealed by the landscape architect who prepared them. (Previous Comment 28)*

29. Previous Comment 29 satisfied.

30. In accordance with Section 390-55.I.(2)(k), "A detailed cost estimate shall be submitted, showing the value of all proposed landscaping, including all labor and materials." *The required cost estimate for the project shall include the proposed landscaping. This will be required at the time of final plan approval. (Previous Comment 30) The response letter states, "The cost estimate will be provided prior to final plan approval." (Previous Comment 30) The cost estimate will be reviewed under separate cover.*

31. In accordance with the Section 390-58 Common Open Space, Recreation Areas, and In-Lieu Fees:

- A. Section 390-58.3B.(1), "This §390-58 shall apply to any subdivision for which a preliminary plan or a combined preliminary/final plan and any land development for which a plan is submitted after the effective date of this §390-58."
- B. Section 390-58.C.(1), "The proposal for common open space, installation of recreation facilities and/or fees shall be offered for review by the Planning Commission and the Pocono Township Park and Recreation Committee."
- C. Section 390-59.F., "Fees. If the Board of Commissioners and the applicant agree that a proposed subdivision or land development will pay fees-in-lieu of dedicating open space, this fee shall be as established by the Township Fee Schedule, which may be updated by resolution of the Board of Commissioners."
- D. Section 390-58.K., "Timing of nonresidential fees. Fees required by this §390-58 for any nonresidential subdivision or land development shall be paid prior to the recording of the final plan of a subdivision or land development, as applicable."

*The plans do not propose any open space to be dedicated to the Township, therefore, the Applicant shall pay the applicable in-lieu fees, as required by Section 390-58. (Previous Comment 31) The design engineer has requested a waiver to this requirement. The justification states, "The proposed improvements consist of an existing approved townhouse unit with additional parking. The existing community consists of open space allocated for the existing development." We recommend the Applicant discuss this with the Board of Commissioners. (Previous Comment 31)*

32. Previous Comment 32 satisfied.



### STORMWATER MANAGEMENT ORDINANCE COMMENTS

33. In accordance with Section 365-8.L., “Roof drains should not be connected to streets, sanitary or storm sewers or roadside ditches in order to promote overland flow and infiltration/percolation of stormwater. Considering potential pollutant loading, roof drain runoff in most cases will not require pretreatment.” *The plans reflect an “option” for the roof drains for the proposed buildings to either discharge to the ground or connect into an inlet. If they are to be connected to the storm sewer, a waiver would be required and the plan would need to clearly depict the extent of the proposed connection(s). (Previous Comment 32) The design engineer has requested a waiver to this requirement. The justification states, “A portion of the roof drains will discharge to the stormwater conveyance pipe in order to discharge into the stormwater BMP for infiltration/treatment.” Since the runoff will discharge to the infiltration BMP, we have no objection to the waiver. (Previous Comment 33)*
- 34.-36. Previous Comments 34 through 36 satisfied.
37. In accordance with Section 365-13.B, “All calculations consistent with this chapter using the Soil Cover Complex Method shall use the appropriate design rainfall depths for the various return period storms according to the region in which they are located as presented in Table B-1 in Appendix A<sup>III</sup> of this chapter. If a hydrologic computer model such as PSRM or HEC-1 is used for stormwater runoff calculations, then the duration of rainfall shall be 24 hours. The NRCS “S” curve shown in Figure B-1, Appendix A of this chapter, shall be used for the rainfall distribution.” *The Stormwater Management Report utilizes rainfall values from NOAA Atlas 14, Volume 2, Version 3, location Tannersville, PA”. We have no objection to the Applicant requesting a waiver from this Section to utilize the rainfall data from NOAA. (Previous Comment 36) The design engineer has requested a waiver to this requirement. The justification states, “NOAA rainfall data was utilized for the stormwater calculations, which is the preferred rainfall data per PADEP.” We have no objection to the waiver. (Previous Comment 37)*
- 38.-41. Previous Comments 38 through 41 satisfied.
42. In accordance with Section 365-27.A., “For subdivisions and land developments, the applicant shall provide a performance guarantee to the municipality for the timely installation and proper construction of all stormwater management controls as required by the approved stormwater management site plan in the amount and method of payment provided for in Chapter 390, Subdivision and Land Development.” *A construction cost estimate for the stormwater management facilities shall be provided to the Township to determine the amount to be required for the performance guarantee. The performance guarantee shall be provided to the Township. (Previous Comment 41) The response letter states, “The construction cost estimate will be provided prior to final plan approval.” (Previous Comment 42) The cost estimate will be reviewed under separate cover.*
43. Previous Comment 43 satisfied.
44. In accordance with Section 365-29., “Prior to approval of the site's stormwater management site plan, the applicant shall sign and record a maintenance agreement in form and substance satisfactory to the Board of Commissioners, covering all stormwater control facilities that are to be privately owned.” *This shall be completed prior to recordation and as required by this Section. (Previous Comment 43) The response letter states, “The maintenance agreement will be executed prior to final plan approval.” (Previous Comment 44)*



**MISCELLANEOUS COMMENTS**

45.-67. Previous Comments 45 through 67 satisfied.

**PLAN REVISION COMMENTS**

68.-72. Previous Comments 68 through 72 satisfied.

73. *The spillway lining material NAG SC250 must be labeled on the E&SPC Plan (Sheet 6). Currently only the berm slope material has been identified. (New Comment)*

We recommend the above comments be addressed to the satisfaction of Pocono Township, prior to approval of the Preliminary/Final Land Development Plan.

If you should have any questions, please call me.

Sincerely,

Jon S. Tresslar, P.E., P.L.S.  
Township Engineer

JST/arm

cc: Jerrod Belvin – Pocono Township Manager  
Paul Morgan – Zoning Officer  
Leo DeVito, Esq. – Township Solicitor  
Lisa Pereira, Esq. – Broughal & DeVito, LLP  
Percudani House III, L.P. – Applicant  
Deanna L. Schmoyer, P.E. – D&D Engineering & General Construction, LLC  
Kristina Heaney – Monroe County Conservation District  
Amy R. Montgomery, P.E. – T&M Associates  
Melissa E. Hutchison, P.E. – T&M Associates

# Monroe County 2025 Hazard Mitigation Plan

## Municipal Adoption Resolution NO. 2026-11

### Pocono Township, Monroe County, Pennsylvania

**Whereas** the Township of Pocono, Monroe County, Pennsylvania is most vulnerable to natural and human-made hazards which may result in loss of life and property, economic hardship, and threats to public health and safety, and

**Whereas** Section 322 of the Disaster Mitigation Act of 2000 (DMA 2000) requires state and local governments to develop and submit for approval to the President a mitigation plan that outlines processes for identifying their respective natural hazards, risks, and vulnerabilities, and

**Whereas** the Township of Pocono, acknowledges the requirements of Section 322 of DMA 2000 to have an approved Hazard Mitigation Plan as a prerequisite to receiving post-disaster Hazard Mitigation Grant Program funds, and

**Whereas** the Monroe County 2025 Hazard Mitigation Plan has been developed by the Monroe County Commissioners and the Monroe County Office of Emergency Management in cooperation with other county departments, and officials and citizens of the Township of Pocono, and

**Whereas** a public involvement process consistent with the requirements of DMA 2000 was conducted to develop the Monroe County 2025 Hazard Mitigation Plan, and

**Whereas** the Monroe County 2025 Hazard Mitigation Plan recommends mitigation activities that will reduce losses to life and property affected by both natural and human-made hazards that face the County and its Municipal Governments,

**NOW THEREFORE BE IT RESOLVED** by the governing body for the Township of Pocono:

- The Monroe County 2025 Hazard Mitigation Plan is hereby adopted as the official Hazard Mitigation Plan of the Township of Pocono, and
- The Respective officials and agencies identified in the implementation strategy of the Monroe County 2025 Hazard Mitigation Plan are hereby directed to implement the recommended activities assigned to them.

**ADOPTED**, this \_\_\_\_\_ day of \_\_\_\_\_, 2026

**ATTEST:**

**Township of Pocono:**

\_\_\_\_\_  
Township Manager, Jerrod Belvin

\_\_\_\_\_  
Township Chairman: Ellen D. Gnandt

**Pocono Township Board of Commissioners  
Regular Meeting Minutes  
January 20, 2026 | 6:00 p.m.**

The regular meeting of the Pocono Township Board of Commissioners was held on January 20, 2026 and was opened by Chair Ellen Gndt at 6:30 p.m. followed by the Pledge of Allegiance.

**Roll Call:** Ellen Gndt, present; Natasha Leap, present; Mike Velardi, present; Matt Long, present, Charles Keppler, present.

**In Attendance:** Leo DeVito-Township Solicitor; Jon Tresslar- Engineer; Patrick Briegel-Public Works Director; Jerrod Belvin-Township Manager; James Wagner, Chief of Police; Erica Tomas-Administrative Assistant, Paul Morgan, SFM Consulting.

**Announcements**

Chairman of the Board, Ellen Gndt read a statement regarding meeting conduct along with making note of the public clarification and statements posted to the website and social media. Charles Keppler then commented on his statements made at the meeting of January 5, 2026 and how his comments may have been misinterpreted.

An executive session was held prior to the meeting to discuss litigation and personnel.

**Public Comment**

**Presentations**

Zoning Hearing Board Alternates (2 Positions) interviews took place. Jim Pellegrini, Lew Ginsberg, Gina Loyek, Dan McCreary, Nick Wilson, Guy Doleiden; Natasha Leap made a motion, seconded by Mike Velardi, to re-elect Lew Ginsberg to the Zoning Hearing Board. Discussion: Charles Keppler voiced his opinion that he feels it important to move new people onto this board. Natasha Leap pointed out the benefits of having a long-standing volunteer who stays neutral, given of his time for over 12 years and kept up on his education for the position. Matt Long reiterated Natasha's statement. Roll call: Ellen Gndt, aye; Natasha Leap, aye; Mike Velardi, aye; Matt Long, aye; Charles Keppler, nay. Motion carried. (4-1). Mike Velardi made a motion, seconded by Natasha Leap, to appoint Gina Loyek to the ZHB as an alternate. Discussion: Matt Long asked Mike Velardi why he would nominate Gina Loyek to the alternate position. Mike Velardi stated, due to her experience in construction and zoning and believe she would be eminently qualified. Charles Keppler voiced his concerns of someone with knowledge of construction being involved with the ZHB. Gina Loyek stated that she would recuse herself should she be asked to serve and there be a conflict of interest. Discussion was had among the board. Natasha Leap pointed out that the ZHB is guided by a Solicitor. The board is a neutral third party and don't vote based on feelings, you vote based on policy and zoning laws. Mr. Keppler continued to argue his point. The General Manager of Pocono Manor, Michael Warwigan, stated that he opposed the nomination due to her social media opposition to Pocono Manor. Ms. Loyek stated that she spoke at the Tobyhanna zoning meeting against the data center that is going up in her back yard and has been harassed by Pocono Manor ever since. Roll call: Ellen Gndt, nay; Natasha Leap, aye; Mike Velardi, aye; Matt Long, nay; Charles Keppler, nay. Motion failed (3-2). Ellen Gndt made a motion, seconded by Matt Long, to nominate Dan McCreary to the alternate position. Discussion: Matt Long listed Mr. McCreary's experience. Roll call: Ellen Gndt, aye; Natasha Leap, aye; Mike Velardi, nay; Matt Long, aye; Charles Keppler, aye. Motion carried (4-1).

Vacancy Chair Position-Interviews; Brandee Starner, Nick Wilson, Todd Sebring, David Marra, Jim Pellegrini. Mike Velardi made a motion, seconded by Natasha Leap, to appoint Brandee Starner to the Vacancy Chair. Roll call: Ellen Gndt, nay; Natasha Leap, aye; Mike Velardi, aye; Matt Long, nay; Charles Keppler, nay. Motion fails (3-2). Charles Keppler made a motion, seconded by Ellen Gndt, to the vacancy chair. Roll call: Ellen Gndt, aye; Natasha Leap, nay; Mike Velardi, aye; Matt Long, aye; Charles Keppler, aye. Motion carried. (4-1)

Matt Long thanked everyone for applying.

## **Resolutions**

- Mike Velardi made a motion, seconded by Natasha Leap, to approve Resolution 2026-02 granting an extension of 12 months to Brookstead Apartments Resolution Conditions. Discussion: Hanover Engineers explained the reason for the extension. All in favor. Motion carried.
- Ellen Gndt made a motion, seconded by Matt Long, to table the four resolutions that were set for approval on the Swiftwater Solar project. Jon Tresslar stated they didn't need resolutions. Gina Loyek asked if section 106 was completed and submitted on this project due to it being done on Historic Federal Lands.
- Ellen Gndt made a motion, seconded by Matt Long, to approve Resolution 2026-07 Approving the payment of certain township bills and expenses pending the amendment if any of the 2026 Pocono Township Budget. Jim Pelegrini inquired regarding the changes made to the budget, what they are and if they will be highlighted. All in favor. Motion carried.
- Matt Long made a motion, seconded by Ellen Gndt, to approve Resolution 2026-08 Approving the Pennvest Financial Assistance Application with regard to construction, rehabilitation, and/or extension of the water/sewer system. Discussion; Ellen Gndt asked regarding the Letter of Responsibility. Leo DeVito explained. Ellen Gndt asked regarding attachment C letter L. Jerrod Belvin explained that we are under contract with PFM. They will be attending the next meeting. Elizabeth Cassiano asked regarding the sewer extension and where it's being extended to. Pat Briegel addressed her concerns. All in favor. Motion carried.

## **Consent Agenda**

- Ellen Gndt made a motion, seconded by Charles Keppler, for final 2025 appropriations prior to approving bills. All in favor. Motion carried.
- Ellen Gndt made a motion, seconded by Matt Long, to Not approve the minutes of January 5, 2026 prior to changes being made. Discussion: Matt Long stated that during the meeting there was a serious discussion regarding a Sunshine Act Violation and asked for the solicitor's comment to be included in the minutes. Further discussion was had regarding the narrative of the minutes Jerrod Belvin stated that this is why we need a policy in place. We have been directed to change the way they are done many times with no clear direction. Ellen Gndt made a motion, seconded by Matt Long, to table the minutes until the next meeting. All in favor. Motion carried.
  - Old business consisting of the minutes of the January 5, 2025 regular meeting and Re-Organization meeting of the Board of Commissioners.
  - Ellen Gndt made a motion, seconded by Matt Long, to approve the Financial transactions through January 20, 2026 as presented, including ratification of expenditures in the amount of \$714,742.46 for the following accounts: General Fund, Sewer Operations, Gross Payroll, Construction Fund. All in favor. Motion carried.

## **NEW BUSINESS**

### **Personnel**

### **Commissioner Comments**

#### **Ellen Gndt – President**

- Ellen Gndt made a motion, seconded by Charles Keppler to table Meeting Decorum Policy, Public Meeting Notice (Signage), Public Comment Rules, Meeting Conduct Policy Discussion: Natasha Leap asked if the entire idea will be scrapped. Ellen Gndt stated no, just some minor changes to look at. Roll call: Ellen Gndt, aye; Natasha Leap, nay; Mike Velardi, nay; Matt Long, aye; Charles Keppler, aye. Motion carried (3-2).
- Ellen Gndt made a motion, seconded by Matt Long, to advertise budget hearing date of Feb-06, 2026 at 5pm. All in favor. Motion carried.
- Ellen Gndt made a motion, seconded by Mike Velardi to appoint Gina Treasurer for an additional stipend of \$8,000 /year. All in favor. Motion carried.
- Solar Field update – No construction is going on at the present time. They will be recording their plans

- Warehouse blasting update – Jerrod Belvin went over the blasting schedule that was sent to him. Cheryl Parks expressed her feelings regarding the blasting notifications. Karen Doleiden stated that it is very scary and they should be notified better than just an 8-hour period.

**Matt Long – Vice-Chairman**

- Matt Long made a motion, seconded by Natasha Leap, to authorize purchase of police vehicle in the amount of \$108,107.30. Discussion: Ellen Gndt stated that we had voted not to make capital purchased until the new budget is adopted. Matt stated his view. Joe Folsom stated how can we approve this purchase prior to the budget approval. Matt stated that expenditures were approved and this is the only capital purchase being affected by the pause. Further discussion was had among the board. Jim Wagner stated it was more the upfit that we are up against a timeline with. Roll call: Ellen Gndt, nay; Natasha Leap, aye; Mike Velardi, aye; Matt Long, aye; Charles Keppler, aye. Motion carried (4-1).
- Matt Long made a motion, seconded by Ellen Gndt, to authorize township solicitor to draft an ordinance creating an Environmental Advisory Council in Pocono Township. Discussion: Matt Long read an outline of one pulled from Smithfield Township environmental Advisory Council. Public comment took place and it was stated that the members would be appointed by the commissioners. Cindy Gregg asked if it would be voted on prior to the finalization of the overlay and zoning rewrite. Natasha Leap asked who would oversee the board. Gina Loyek, Maria Danges, & Cheryl Parks all think it would be a good idea. All in favor. Motion carried.
- Amusement Tax Audits Discussion: A meeting will take place at the township building on February 2<sup>nd</sup> at 2:30 p.m. for information gathering.

**Commissioner Comments**

**Natasha Leap – Commissioner**

- Natasha Leap made a motion, seconded by Charles Keppler, to authorize township solicitor to advertise for hearing on the Chicken Ordinance recommendation from the Planning Commission. Lengthy Discussion was had by the board and residents. All in favor. Motion carried.
- Natasha Leap made a motion, seconded by Mike Velardi, to authorize Township Solicitor to advertise rezoning hearing for MCTI Parcels, from R1 to R2. All in favor. Motion carried.
- Natasha Leap made a motion, seconded by Mike Velardi, to authorize Township Solicitor to work with PTVFC to have Pocono Township Solicitor assist with Fire Department to discuss billing procedures and try to get more efficient and cost effective in recoveries. Discussion was had amount the board and the fire chief. All in favor. Motion carried.
- Natasha Leap made a motion, seconded by Mike Velardi, to set 100% designation of funds raised from Township Events to PTVFC 34. All in favor. Motion carried.
- Natasha Leap made a motion, seconded by Mike Velardi, to approve the employment contract for Patrick Briegel at a 4% increase with a salary of \$127,036 to include a full benefit package. Discussion: Natasha Leap stated that it was discussed at the prior meeting he was just a job and didn't need to be appointed. Ellen Gndt stated his position is not an appointment. All in favor. Motion carried.
- Natasha Leap asked regarding the decorum policy for confirmation that it would be discussed at the following meeting. Leo DeVito clarified the changes that are being considered.

**Mike Velardi – Commissioner**

- Mike Velardi stated that the statements expressed by individual board members are their own and do not necessarily represent the official position of the board nor himself.
- Mike Velardi made a motion, seconded by Natasha Leap for discussion purposed, to declare Pocono Township a 2<sup>nd</sup> amendment Sanctuary Township. Mike Velardi explained what a 2<sup>nd</sup> amendment sanctuary means. Lengthy discussion was had among the board and residents. Matt Long made a motion, seconded by Charles Keppler to table the declaration of Pocono Township as a 2<sup>nd</sup> Amendment Sanctuary Township. Roll Call: Ellen Gndt, aye; Natasha Leap, nay; Mike Velardi, nay; Matt Long, aye; Charles Keppler, aye. Motion carried. (3-2)

- Mike Velardi read a statement regarding comments made by Commissioner Keppler during the January 5<sup>th</sup> BOC Meeting and due to those actions, he eroded public confidence and therefore requested Charles Keppler to resign from the Pocono Township Board of Commissioners. Charles Keppler respectfully declined.
- Mike Velardi suggested that in order to ensure a fair gubernatorial and US election, Pennsylvania should adopt an electoral college system to the large city's don't pick our leaders going forward. It would allow for rural counties to have equal say in our elections.

#### **Charles Keppler – Commissioner**

- Charles Keppler made a motion, seconded by Matt Long for the purpose of discussion, to instruct the solicitor to draft a noise ordinance. A lengthy discussion was had between the board and public. Roll call: Ellen Gndt, nay; Natasha Leap, nay; Mike Velardi, nay; Matt Long, nay; Charles Keppler, aye. Motion fails (4-1).
- Charles Keppler made a motion, seconded by Ellen Gndt for discussion purposes, to have the attached letter sent to the Eastern Monroe Public Library Board of Trustees proposing a joint venture to revive the Pocono Township Library. Lengthy discussions was had among the board and public. Ellen Gndt made a motion to table No Second was noted. the letter to the Eastern Monroe Public Library Board of Trustees. Discussion was once again had among the public and board. Roll call: Ellen Gndt, aye; Natasha Leap, nay; Mike Velardi, nay; Matt Long, aye; Charles Keppler, aye. Motion carries (3-2).

#### **Reports**

**Zoning Report-SFM Consulting** – Paul Morgan went over the zoning report for December 15<sup>th</sup> to the 20<sup>th</sup>. Ellen Gndt questioned the special exception for the communication tower hearing that will be coming up. She feels the tower needs to be moved away from the pool area. Ellen Gndt invited Cindy Greggor a township resident to speak on the matter. An in-depth discussion was had among the board and solicitor.

#### **Police – James Wagner, Chief**

- Chief Wagner reviewed the stats for the department with the board.
- Chief Wagner also went over the fund-raising efforts of the department in the month of December and updated the Board on the charities they were able to donate to along with their yearly participation with the Monroe County Children and youth holiday gift drive. They sponsored 24 children through 20 sponsors. Chief Wagner thanked everyone who participated.
- The new Tahoe has arrived and put into service today with the new graphics.
- We have two new officers coming to us from Pocono Mountain Regional as lateral transfers. They have been vetted through our Civil Service Commission who provided a letter of recommendation to hire. Ellen Gndt made a motion, seconded by Natasha Leap, to approve the hire of Officers Dustin Rentschler and Dan Campagna. Discussion: Josh Knapp asked how many officers we now employ. Chief Wagner stated 22. All in favor. Motion carried.

#### **Fire Report – Corey Sayer**

- Asst. Chief Sayer went over the accomplishments for the year and informed the board that they held their first essentials class for the township. They also received a 50% of the national certification from the State Fire Academy and did a full fleet upgrade of radios. He then went over the graphics of the calls per hour throughout the year.
- Natasha Leap asked the Chief to do a brief recap of the capital expenditures that the fire company are looking at over the next few years. Chief Merring stated that the tower will need to be replaced along with the rescue engine. They're both almost 20 years old and going out for major work. The hose is probably the most immediate concern and needs to be replaced. As Asst. Chief Sayer stated the 30-year-old radios were just replaced at a cost of approximately half a million dollars. Gas meters need to be updated and air compressing system to fill the cylinders, turnout gear and the command unit that was purchased from the township is getting up in miles and idle hours. Charles Keppler asked for a spreadsheet on the needs of the fire company. Chief Merring stated that they have been forming their own list and determining what is the most cost-effective method for the community as a

whole. Charles Keppler suggested to look for grants and ask neighboring fire departments for assistance. Chief Merring stated that all volunteer fire departments rely on each other for mutual aid. It's a two-way relationship built on volunteerism, not funding requests. They frequently respond to calls at local resorts like Camelback and Great Wolf. As the township grows, we'll need more trucks and equipment, especially to protect our volunteers from the new hazards like carcinogens. Meeting these needs carries real costs, but they are committed to keeping the team safe and up to date. Jerrod Belvin stated that the fire company has faced delays and limits with grant funding but secured some support for specific equipment; ongoing applications are restricted by program rules. With trucks out of service, the township rely heavily on mutual aid, making timely equipment replacements vital for swift emergency response.

**Manager Report – Jerrod Belvin**

- Grant Award – We received the State wide LSA for first Monroe County's first outdoor gym over at TLC and a small water and sewer grant for the extension going up Sullivan Trail in the amount of \$484,000.
- Natasha Leap made a motion, seconded by Ellen Grandt, to donate \$500.00 to the Historical Association. All in favor. Motion carried.
- Traffic & Green-Light-Go Safety enhancements update. Three Myo Vision systems are in the capital budget, with four more pending grant approval, to improve detection and safety at intersections within the township. An initial PennDOT Route 611 safety corridor meeting will be held tomorrow to gather public feedback on the project.

**Public Works – Patrick Briegel**

- Sewer Business Update – We have the overall Penn Vest sewer study coming up next meeting and our engineers are getting the bid package together.
- As far as the ice rink, it depends on the weather if the ice is suitable for skating.
- Current Public Works Projects: They have been spending a lot of time either out plowing snow or preparing to plow, hauling salt and cinders, and maintaining equipment.
- Pat announced that he has just completed some ongoing education on stormwater management.

**Township Events Report -**

**Township Engineer Report- Jon Tresslar**

- Learn Road Roundabout cost update – T&M's costs to date are \$42,000. The estimated cost are approximately \$100,000.00. Ellen Grandt asked if the engineering or easements were included and the answer is no.
- Discussion was had regarding ethics and awarding the bid. Charles Keppler made a motion, seconded by Mike Velardi, to award the Roundabout Bid Winner through Penn Bid to Northeast Site Contractors. All in favor. Motion carried.
- TASA Project – resubmitted to PennDOT
- TLC walking bridge – Plans Submitted to DEP

**Township Solicitor Report-Leo V. DeVito.**

- Consideration of censure: Ellen Grandt made a motion, seconded by Natasha Leap, to table the consideration of censure. All in favor. Motion carried.
- General legal update- Historic Overlay Hearing scheduled for Tuesday, January 27, 2026 at 6:00 p.m.
- *Discussion:* Potential consequences/issues of using township email for non-township business and/or personal disparagement. Leo reminded everyone that all emails are subject to RTK and should be crafted with that in mind.

**Adjournment –Ellen Grandt made a motion, seconded by Matt Long, to adjourn the meeting at 10:12 p.m. All in favor. Motion carried.**

**Pocono Township Board of Commissioners  
Reorganization Meeting Minutes  
January 5, 2026 | 6:00 p.m.**

The Reorganization meeting of the Pocono Township Board of Commissioners was held on January 5, 2026 and was opened by Solicitor Leo DeVito at 6:26 p.m. followed by the Pledge of Allegiance.

**Roll Call:** Ellen Gndt, present; Natasha Leap, present; Mike Velardi, present; Matt Long, present, Charles Keppler, present.

**In Attendance:** Leo DeVito-Township Solicitor; Jon Tresslar- Engineer; Patrick Briegel-Public Works Director; Jerrod Belvin-Township Manager; James Wagner, Chief of Police; Erica Tomas-Administrative Assistant, Paul Morgan, SFM Consulting.

**Election of a President – Township Solicitor**

Charles Keppler made a motion, seconded by Matt Long, to nominate Ellen Gndt as president of the Board of Commissioners. Roll Call: Ellen Gndt, aye; Natasha Leap, nay; Mike Velardi, nay; Matt Long, aye; Charles Keppler, aye. Motion carries 3-2.

Ellen Gndt read a statement with regard to the past year being a little challenging with a lot of changes. The elections and transitions have tested everyone and reminds us of how much professionalism, fairness and transparency are important in local government. The board will operate openly making decisions guided by policy and public interest and treat every resident with respect. The board shares one responsibility, to serve our community faithfully while turning the page, moving forward together with integrity, accountability and focus on what matters most, the township, and most importantly, you as residents.

Ellen Gndt nominated Matt Long and Mike Velardi nominated Natasha Leap. Natasha Leap declined the nomination.

Ellen Gndt made a motion, seconded by Charles Keppler, to nominate Matt Long as vice president of the Board of Commissioners. Roll Call: Ellen Gndt, aye; Natasha Leap, nay; Mike Velardi, nay; Matt Long, aye; Charles Keppler, aye. Motion carries 3-2.

**PUBLIC COMMENT**

Dawn Eilber (Resident) – Congratulated Ellen. Dawn addressed the board regarding permits given out on the Superfund Site to shoot off pyrotechnics shows. They are vibrating homes which draw concern of what is happening underground. Zoning will look into this matter as there haven't been any permits issued for this site. Jerrod Belvin recommended Dawn call the non-emergency number should it happen again.

Pete Bagley (Smithfield Township)- Chairman of the Monroe County Republican Party – expressed strong support for Jerrod Belvin as Township Manager, stating that he was initially skeptical but now believes that Jerrod has done an impressive job. He highlighted Jerrod's ability to manage a dynamic township, navigate the political process, and serve both the residents and businesses effectively. Mr. Bagley encouraged the board to retain Jerrod Belvin, emphasizing that talented managers are hard to find.

Chris Grape-Garvey (Resident) – expressed her strong support for Jerrod Belvin, praising his dedication to, community engagement, and effectiveness as township manager. She emphasized that Jerrod is knowledgeable, passionate, and helpful to both residents and businesses, and also highlighted his positive collaboration with the school board.

State Representative Maureen Madden- congratulated the board. She stated that she is standing in support of Jerrod Belvin to continue as Township Manager. She expressed that he is incredibly great to work with, responsive and his deep understanding of government, effectiveness in securing grants and saving township money, along with his ability to work across partisan lines, dedication, and significant positive impact on the township should be recognized and retained for the good of the community.

Jim Pellegrini (Resident) – expressed his strong support for retaining Jerrod Belvin as Township Manager, noting his accessibility, quick responses, and significant contributions to the township's success and financial savings. Mr. Napp stated that he is floored the Jerrod's reappointment is even in question and affirmed his dedication and value to the community.

Frank Greeley (Resident) – congratulated everyone. He also expressed his support for Jerrod Belvin after working with him directly. He stated that Jerrod is responsive and gets answers. He also voiced his support for Jim Wagner and Pat Briegel.

Josh Knapp (Resident) – congratulations to Ellen, Charles, and Matt on with regard to getting elected and hopes for good things to come for Pocono Township.

Terry VanBritsom Martin (Chestnuthill Township) congratulated everyone on the board. She emphasized Jerrod Belvins' devotion to the township and that he should be able to continue within his role as township manager.

An executive session was held prior to this meeting regarding personnel and litigation.

Mike Velardi made a motion, seconded by Charles Keppler, to set the Board of Commissioners' meetings for the 1<sup>st</sup> and 3<sup>rd</sup> Monday of each month at 6:00 p.m. If a regularly scheduled meeting falls on a holiday, the meeting will be held the next day on Tuesday. All in favor. Motion carried.

Ellen Gndt made a motion, seconded by Matt Long, to appoint Charles Keppler as a Parliamentarian for the Board of Commissioners. Josh Knapp stated that he hopes that this year is a lot more restrained in what the commissioners do from the bench, in terms of talking with the public and each other. All in favor. Motion carried.

Mike Velardi made a motion, seconded by Natasha Leap, to appoint the firm of Broughal & DeVito as Pocono Township Solicitor for township, sewer business, labor issues, and planning at \$165/hr. All in favor. Motion carried.

Ellen Gndt made a motion, seconded by Natasha Leap, to appoint T&M Engineering as the Pocono Township Engineer. All in favor. Motion carried.

Ellen Gndt questioned the need to retain the current township treasurer, noting that Gina Zuvich, as fiscal administrator, already performs key treasurer duties like budget management and bookkeeping. The suggestion was made to appoint Regina Zuvich as treasurer, pending discussion with her about accepting the position and determining appropriate compensation.

Ellen Gndt made a motion, seconded by Matt Long, to appoint Regina Zuvich as Pocono Township Treasurer pending her acceptance and the extra stipend be determined at a future meeting. Charles Keppler stated that he feels there is some value to have another set of eyes from a financial accounting standpoint in the form of a third party. Ellen affirmed that the township does get audited by outside firms. Natasha doesn't feel comfortable making the motion without discussion with Regina first. Natasha Leap made a motion, seconded by Mike Velardi, to table the Treasurer position. All in favor. Motion carried.

Natasha Leap made a motion, seconded by Mike Velardi, to reappoint Jim Maloney to the Civil Service Commission for a 6-year term. Charles Keppler stated that he has never met Mr. Maloney and is not familiar with his qualifications. He feels that anyone being appointed or re-appointed should be at this meeting in person to interview for the job. Matt Long asked if Charles Keppler was saying he wanted to post it and tell them to apply. Charles stated yes, he feels that most of the appointments should be opened up to the public, to people who "show an interest" in order to get a diverse pool of applicants. "That the way we are going to STAFF the Township with the best people in my opinion." "I don't think just keeping someone on because they've been on when they're not even showing up for their appointment again, I don't think that that's the best path forward for the township, in my opinion." "And that goes for ALL the appointments here. Natasha Leap stated that the appointments for the Civil Service Commission were discussed for two meetings prior to the gentleman coming in and applying and then being appointed. In addition, they came with approval from the Chief like everything is done. Jerrod Belvin

explained the role of the Civil Service Commission. Charles Keppler again stated that he would like all re-appointments be put out to the public. Maureen Madden asked if they are paid positions or volunteer. Jerrod Belvin stated volunteer. Maureen Madden stated that Mr. Maloney has been doing this volunteer job for 6 years and has expressed his desire to continue in the same capacity. She stated that should account for something. Ms. Madden recommended the township should stick with good people who care about their jobs. Chief Wagner stated that it is a VOLUNTEER position and is exceedingly difficult to get people to give of their time freely with the dedication they have shown. Monica Gerrity stated that we need to move forward as a government. She confirmed that she remembers seeing advertisements for volunteers and nobody comes forward. She suggested to Mr. Keppler that he should have been at the Civil Service to meet Mr. Maloney. If people are interested in the future, they need to step up to be considered for the next time there is an opening. Mr. Keppler once again stated his opinion on this matter. Mike Velardi stated that prior practice was to re-appoint the volunteers who have committed their time and done a good job for the township. They should not have to come forward and beg to do a FREE job. Jim Pellegrini asked what the impact would be. Ellen Gmandt explained that impact. Charles Keppler continued to state his opinion. Roll call: Ellen Gmandt, aye; Natasha Leap, aye, Mike Velardi, aye, Matt Long, aye; Charles Keppler, nay. Motion carried 4-1.

Matt Long asked about the Zoning Hearing Board seat that has expired. Jerrod Belvin stated that Lew Ginsberg is still interested in continuing to serve on the ZHB. Natasha Leap made a motion, seconded by Mike Velardi to appoint Lew Ginsberg to the Zoning Hearing Board. Charles Keppler stated, "would you care to ask if there's anyone in the audience who would like to consider serving in this position?" He asked what it entails. Leo DeVito stated that they typically meet at 5 pm once a month depending on the number of hearings are scheduled. Matt Long made a motion, seconded by Charles Keppler to table the Zoning Hearing Board appointment. Roll Call: Ellen Gmandt, aye; Natasha Leap, nay; Mike Velardi, nay; Matt Long, aye; Charles Keppler, aye. Motion carries 3-2.

Matt Long made a motion, seconded by Charles Keppler, to post the vacancy for the zoning hearing board on social media. Natasha Leap clarified that it's not a vacancy where the board is choosing not to reappoint a man who has served in on this board for over 10 years, has been impartial and neutral in his decisions and not that he resigned. Gina Loyak stated, "If I'm volunteering for these positions that you guys are talking about, and I've given 10 years, six years, to you and I've done a great job, and just that this has come up for discussion, I'm out. I'm not going to do it anymore." Matt Long stated his concerns about the individual and that he is grateful for his service. Charles Keppler stated that there's an impression that there's a lot of inside game that goes on here in Pocono Township, where it's the same people who have been running things for an exceptionally long time. Gary Gallery clarified that the open seat is an Alternate one. Terry VanBritsom from Chestnuthill Township stated that she agrees with Charles Keppler. Roll call: Ellen Gmandt, aye; Natasha Leap, nay; Mike Velardi, nay; Matt Long, aye; Charles Keppler, aye.

Leo DeVito explained the roll of a Vacancy Chair as in the event a commissioner steps down, resigns or no longer can serve, the current existing board has 30 days to make an appointment. If they cannot by majority, then the vacancy chair is called in and this person will act as Chairman if the seat is not filled within 15 days for some reason, it will then go to court. Matt Long made a motion, seconded by Ellen Gmandt, to appoint Jerry Lastowski to the position of Chair to the Vacancy Board. Natasha Leap & Mike Velardi asked if either party were in attendance to express if they do or don't want the seat. Has Tom stated that after 12 years he no longer wants it? Maureen Madden stated we're not really posting these positions, are we? We're just kind of putting other people in instead that some people know and some people don't. Not sure how this action is rectifying the idea of people being in there too long. She stated that some people are there for a long time because they are doing a good job and to remove them doesn't seem fair. Natasha Leap stated that they should open it for people to apply just like for all of the other positions. That would be the fair and transparent way. Maureen Madden asked about rules and if you need to live in Pocono Township to comment about the meetings. Matt Long stated that the chair has only been used once by the township and feels Mr. Lastowski would be a perfect person for the position. Natasha Leap stated "he very well may be, but you're letting everyone else apply for there positions, and you're opening their positions. Dawn Eilber said she thinks Jerry would do a great job. Josh Knapp stated

he thinks there's value to people who are familiar with their jobs and are showing up and doing the job. He also thinks there's something to the public facing side, where you advertise these positions available. Roll call: Ellen Gndt, aye; Natasha Leap, nay; Mike Velardi, nay; Matt Long, aye; Charles Keppler, nay. Motion fails 2-3.

Mike Velardi had started to make a motion to re-appoint Tom Falver. Natasha Leap stated that the board should open this just like the rest. "It's the only fair and transparent way to do it." Matt Long stated that he didn't understand why when he is suggesting a former commissioner beloved by everyone. Natasha Leap stated that he wants to post the other positions of volunteers who have dedicated their time to replace them. Charles Keppler made a motion, seconded by Natasha Leap, to open the position for the Pocono Township Vacancy Board, with a term to expire December 31, 2026. Maureen Madden asked if the township has always posted these positions. Is the township starting a new policy during the meeting? It doesn't seem fair to her. Josh Knapp stated if he feels that maybe this should be considered for the next reorganization two years from now vs what is being done now feels unadvised. Frank Greely said positions are a bit different than the volunteer positions. If volunteers aren't showing up when they should the position should be posted accordingly. Roll call: Ellen Gndt, nay; Natasha Leap, aye; Mike Velardi, aye; Matt Long, nay; Charles Keppler, aye. Motion carries 3-2.

Mike Velardi made a motion, seconded by Natasha Leap, to appoint Jerrod Belvin the PMCOG Representative. Roll call: Ellen Gndt, aye, Natasha Leap, aye, Mike Velardi, aye; Matt Long, aye; Charles Keppler, nay. Motion carried 4-1

Natasha Leap made a motion, seconded by Mike Velardi, to appoint James Wagner as Pocono Township Chief of Police for a term to expire on the date of the next board meeting following its reorganization meeting in January 2027. All in favor. Motion carried.

Ellen Gndt stated, she believes that Pat Briegels job with the township is not an appointment other than update his contract.

Natasha Leap made a motion, seconded by Mike Velardi, to appoint Jerrod Belvin as township manager for a term to expire on the date of the next board meeting following its reorganization meeting in January 2027. Ellen Gndt stated she would like to appoint Jerrod but would like to give him a performance review for 90 days to give a chance to understand his job and move on from there. Mike Velardi reminded Ellen Gndt that when they hired James Wagner, she said three months wasn't long enough and the board gave him six. Mike Velardi stated he feels Jerrod should be afforded the same courtesy. Matt Long questioned Leo DeVito about it being an "at will" position. Leo DeVito stated any position is at will. Maureen Madden questioned Jerrod Belvin how long he has been doing his job. He stated a year and a half. If he is doing a stellar job why would you even think of replacing him? Listen to them. Matt Long stated the board would evaluate his position. Charles Keppler stated he also would rather do a formal evaluation of the township manager. Natasha Leap stated that then it should be done for every manager across the board. Gina Loyak stated that Jerrod Belvin has been a wealth of knowledge and information while working with him in comparison to every other township she has worked with. Vincent Trepasso feels he represents most all of the businessmen in the community when he states that Jerrod Belvin has been such an asset of communication between commissioners and the businessmen, and people of the community. By virtue of having a leading Democrat endorse him, that has to say a lot to everyone listening. He doesn't know why he needs any kind of probation, because he's been on probation for a year and a half and done a wonderful job. Jim Pellegrini stated to reappoint him and keep the meeting flowing. Chris Barrett stated that he has worked with Jerrod on a number of projects and would like to speak on his behalf. He's been incredible to work with. Mr. Barrett stated that he worked for the school board for 20 years and knows that Mr. Belvin has served the township incredibly well with an extraordinarily strong reputation. Josh Knapp stated he was one that was upset with how Jerrod got his position, but stated he seems to know what he's doing. Roll call: Ellen Gndt, aye; Natasha Leap, aye; Mike Velardi, aye; Matt Long, aye; Charles Keppler, nay. Motion carried. 4-1

Matt Long made a motion, seconded by Ellen Gnandt, to approve the following as the approved the following depositories, ESSA, First Keystone Community Bank, First Northern Bank and Trust, PLIGIT, Citizens Bank and Wayne Bank. All in favor. Motion carried.

Matt Long made a motion, seconded by Ellen Gnandt, to approve the following signatories and put them onto the bank accounts. Matt Long, Charles Keppler, Ellen Gnandt, Natasha Leap, Mike Velardi, Jerrod Belvin, Regina Zuvich. All in favor. Motion carried.

Ellen Gnandt made a motion, seconded by Natasha Leap, to appoint Burkheimer as our tax collector for EIT and LST tax collector. All in favor. Motion carried.

Ellen Gnandt made a motion, seconded by Mike Velardi, to set the mileage reimbursement rate at the IRS rate for 2026 which is 72 and a half cents per mile. All in favor. Motion carried.

Charles Keppler made a motion, seconded by Natasha Leap, to appoint SFM Consulting as the Pocono Township Zoning Office Service. All in favor. Motion carried.

Ellen Gnandt made a motion, seconded by Mike Velardi to appoint SFM Consulting to provide commercial building code services at a rate of 70% of the building permit fees. All in favor. Motion carried.

Ellen Gnandt made a motion, seconded by Mike Velardi to appoint SFM Consulting to provide residential building code services at a rate of 70% of building permit fees. All in favor. Motion carried.

Ellen Gnandt made a motion, seconded by Natasha Leap, to appoint Helen Beers as Pocono Township Sewage Enforcement Officer. All in favor. Motion carried.

Natasha Leap made a motion, seconded by Mike Velardi, to appoint Jerrod Belvin as Pocono Township Secretary. Matt Long asked what it entails. Jerrod stated it's who certifies and bonds the minutes for the meetings, Jerrod stated that he and Krisann work together on minutes. Charles Keppler stated his discord with the minutes provided by the township. Ellen Gnandt asked for an overview of what has to be in the minutes. What is mandatory is any official action by the board. (Motion and Vote). The rest is at the discretion of the board. Roll call: Ellen Gnandt, aye; Natasha Leap, aye; Mike Velardi, aye; Matt Long, aye; Charles Keppler, nay. Motion carried.

Natasha Leap made a motion, seconded by Matt Long, to appoint Krisann MacDougall as Pocono Township Assistant Secretary. Roll call: Ellen Gnandt, aye; Natasha leap, aye; Mike Velardi, aye; Matt Long, aye; Charles Keppler, nay. Motion carried.

Natasha Leap made a motion, seconded by Mike Velardi, to appoint Todd Whitezman as solicitor to the Pocono Township Zoning Hearing Board. All in favor. Motion carried.

Ellen Gnandt made a motion, seconded by Mike Velardi, to appoint Krisann MacDougall as zoning hearing board secretary. Roll call: Ellen Gnandt, aye; Natasha Leap, aye; Mike Velardi, aye; Matt Long, aye; Charles Keppler, nay. Motion carried.

Ellen Gnandt made a motion, seconded by Mike Velardi to appoint Krisann MacDougall as recording secretary for the board of commissioners and planning commission. Roll call: Ellen Gnandt, aye; Natasha Leap, aye; Mike Velardi, aye; Matt Long, aye; Charles Keppler, nay. Motion carried.

Mike Velardi made a motion, seconded by Natasha Leap, to appoint Jerrod Belvin as the Open Records Officer. Charles Keppler stated that he made a number of Open Records requests in the past year and felt it was difficult to get them in a timely manner. Matt Long asked if it was typical for a manager to be the Open Records Officer as well. Leo DeVito stated yes. The township receives an excessive number of requests, on average 260 in 2025. Ellen Gnandt stated that we are to respond within 5 business days. Jerrod Belvin explained that the 30-day extension was enacted with Mr. Keppler due to policy of certification of audio at the following board meeting. Roll call: Ellen Gnandt, aye; Natasha Leap, aye; Mike Velardi, aye; Matt Long, aye; Charles Keppler, nay. Motion carried 4-1.

Matt Long made a motion, seconded by Mike Velardi, to appoint Krisann MacDougall as the Alternate Open Records Officer. Roll call: Ellen Gndt, aye; Natasha Leap, aye; Mike Velardi, aye; Matt Long, aye; Charles Keppler, nay. Motion carried 4-1.

Mike Velardi made a motion, seconded by Natasha Leap, to appoint Jerrod Belvin as representative to Monroe County Tax committee with a term to expire December 31, 2026. Ellen Gndt asked if it would be a better fit for Mary Reiley, Tax Collector. Jerrod Belvin said he would ask her if she were interested in the position. Matt Long made a motion, seconded by Mike Velardi, to table the motion. All in favor. Motion carried.

Matt Long made a motion, seconded by Natasha Leap, to appoint Jerrod Belvin as the township Emergency Management Coordinator. All in favor. Motion carried.

Mike Velardi made a motion, seconded by Natasha Leap, to appoint Samantha Rispoli as assistant township Emergency Management Coordinator. All in favor. Motion carried.

Matt Long made a motion, seconded by Natasha Leap, to appoint the Pocono Township Volunteer Fire Department members as 2026 Fire Police as requested by Chief Jordan Merring. All in favor. Motion carried.

### **Public Comment**

Claire Learn congratulated Jerrod and everyone else on the panel. She described the struggling condition of three local cemeteries after church closures and limited funds. They requested township assistance and community volunteers for cleanup and maintenance, emphasizing the cemeteries' visibility and importance to the township's image. She shared contact information for those willing to help.

**Adjournment** – Mike Velardi made a motion, seconded by Ellen Gndt, to adjourn the meeting 8:19 p.m. All in favor. Motion carried.

**Pocono Township Board of Commissioners  
Regular Meeting Minutes  
January 5, 2026 | 6:00 p.m.**

The regular meeting of the Pocono Township Board of Commissioners was held on January 5, 2026 and was opened by Chair Ellen Gndt at 8:33 p.m. followed by the Pledge of Allegiance.

**Roll Call:** Ellen Gndt, present; Natasha Leap, present; Mike Velardi, present; Matt Long, present, Charles Keppler, present.

**In Attendance:** Leo DeVito-Township Solicitor; Jon Tresslar- Engineer; Patrick Briegel-Public Works Director; Jerrod Belvin-Township Manager; James Wagner, Chief of Police; Erica Tomas-Administrative Assistant, Paul Morgan, SFM Consulting.

**Announcements**

**Public Comment**

Representative Maureen Madden shared that Pocono Township got the money for the TLC park and Adult equipment.

**Presentations**

- MCTI-Zoning Request (***Possible Action Item***) Power Point Presentation  
Natasha Leap made a motion, seconded by Mike Velardi, to send zoning request to Planning Commission & Monroe County Planning Commission and to have solicitor prepare ordinance/resolution. All in favor. Motion carried. Discussion: Charles Keppler asked if the sewer extension would be going past those lots. Pat Briegel stated that the current sewer extension is planned just to serve the MCTI building at this time. Charles Keppler asked if there could be issues with on lot septic. It was stated that they are all one acre lots and there shouldn't be an issue. Discussion was had by the board and general public. Maureen Madden highlighted the long-term efforts to secure funding for the technical school, including grants and scholarships for equipment and adult learning. They emphasized the positive impact technical education has had, reducing stigma around vocational tracks, and commended the school leadership for effective use of resources. Speaker 2 stressed the need for continued public and legislative support, noting that technical graduates enter the workforce immediately and fulfill critical skilled trade positions, which are increasingly in demand. Frank Greely asked if they could change their mind and then affect the surrounding property owners by making the school larger. Jim Pellegrini asked for clarification on what they mean by heavy equipment.

**Hearings –**

Volare Liquor License – Court Stenographer took Legal Transcript

Ellen Gndt made a motion, seconded by Mike Velardi, to open the Volare Liquor License Hearing. All in favor. Motion carried.

Ellen Gndt made a motion, seconded by Mike Velardi, to close the Volare Liquor License Hearing. All in favor. Motion carried.

**Resolutions**

- Ellen Gndt made a motion, seconded by Natasha Leap, to Approve Resolution 2026-01 Volare Economic Development Restaurant Liquor License. All in favor. Motion carried.

## Consent Agenda

- Motion to approve a consent agenda of the following items:
  - Matt Long made a motion, seconded by Ellen Gndt, to approve the minutes of the December 15, 2025 regular meeting of the Board of Commissioners. All in favor. Motion carried.
  - Discussion was had with regard to re-opening the budget and how it would affect the financial transactions with in the amount listed below. Leo DeVito explained the process. Ellen Gndt made a motion, seconded by Mike Velardi, to move the motion for approval of the Financial transactions through January 5, 2026 as presented, including ratification of expenditures in the amount of \$619,704.17 for the following accounts: General Fund, Sewer Operations, Gross Payroll, Capital Reserve, Construction Fund further down on the agenda within her report. All in favor. Motion carried

## NEW BUSINESS

### Personnel

### Commissioner Comments

#### **Ellen Gndt, Chair**

- Ellen Gndt made a motion, seconded by Mike Velardi, to advertise for 2026 meeting dates for the 1<sup>st</sup> and 3<sup>rd</sup> Monday of the month at 6 p.m. unless it falls on a holiday of which it will then be the Tuesday following the holiday. All in favor. Motion carried.
- Ellen Gndt made a motion, seconded by Charles Keppler, for the Board to reopen the 2026 budget for the purpose of considering amendments." Natasha Leap asked what amendments are being considered and what is the real estate tax levy. Ellen Gndt stated that we are in a deficit and isn't sure the township can afford a tax cut. Jerrod Belvin stated that there was a formula error that made it look as though there were a deficit but the township is not in one and the error has been corrected. Charles Keppler stated that the budget wasn't advertised properly in his opinion. Discussion continued among the board members. Representatives Madden asked for clarification on the deficit vs surplus. Charles Keppler asked Jerrod Belvin how much the tax cut would amount to per household. \$80 Charles Keppler stated "when we're comparing that to a potential, I mean significant tax hike in the future, that's peanuts. Um, \$80 a year is nothing for the average taxpayer, but its everything for the township here..." Richard Wielebinski stated that Ellen sat at the first meeting. All board members agreed to the second meeting. She had a phone out and put the date in her phone. She agreed to the meeting and didn't show up for whatever reason. Ellen stated she didn't remember. Matt Long stated he wasn't aware of the budget workshop either. Discussion went on among the commissioners and the public. Roll call: Ellen Gndt, aye, Natasha Leap, nay; Mike Velardi, nay; Matt Long, aye; Charles Keppler, aye. Motion carried.
- Ellen Gndt made a motion, seconded by Matt Long, to put together and adopt a resolution to provide for the temporary appropriations to authorize ordinary and necessary township expenditures along with new hires, beginning January 1, 2026 but in no event later than February 15, 2026. Jim Wagner asked if it would include the new police vehicles. Jerrod Belvin stated No. Further discussion was had among the board and solicitor. All in favor. Motion carried.
- Ellen Gndt made a motion, seconded by Matt Long, to pay the 2025 expenses along with the 2026 expenses according to the resolution, with the exception of capital until the budget is finalized. All in favor. Motion carried.
- Ellen Gndt made a motion, seconded by Matt Long, for the Board to advertise and conduct a public budget workshop to review proposed amendments to the 2026 budget on January 15, 2026 at 5:00 pm. Discussion was had among the board and public. All in favor. Motion carried.
- Discussion regarding a possible motion to schedule a workshop in January (date to be determined) to consider changes to the Manager's ordinance, Commissioner's bylaws, and develop a Professional Code of Conduct and social media policy. Discussion was had to wait on this motion. Natasha Leap asked what the code of conduct and social media policy being tabled is proposing. Ellen Gndt

stated that most professionals have one. She feels the board needs to be more respectful. The social media should have a policy to be followed prior to being posted.

- Discussion of a possible motion to have regularly scheduled work sessions during the week prior to regular meeting to update board on happenings and facilitate regular meeting agenda prep. Date and time to be decided. Natasha Leap suggested that minutes be taken at any future workshops along with recordings to make it fair to the public.
- Solar Field update an inspection was done prior to the holidays. They're currently waiting for more solar panels to be delivered.
- Warehouse blasting update – Jerrod Belvin will be forwarding maps in an email following this meeting. Jerrod also stated that the sewer pipe will be eight inches and an 18-inch storm water pipe. They plan to start blasting on the eighth. Discussion was had by the public and board.

### **Matt Long – Vice Chair**

- Matt Long made a motion, seconded by Charles Keppler, to adjust public comment policy to allow 3 minutes for both agenda & non-agenda items. All in favor. Motion carried.
- Matt Long made a motion, seconded by Ellen Gndt, to authorize Township Engineer to draft Data Center Ordinance. Discussion was had between the board, Township Engineer and public. All in favor. Motion carried.
- Matt Long made a motion, seconded by Ellen Gndt, to authorize the solicitor and zoning code office to draft a hotel, motel and annual inspection and licensing ordinance to address health, safety, and welfare issues. A lengthy discussion was had between the board, solicitor and public. Roll call: Ellen Gndt, aye; Natasha Leap, nay; Mike Velardi, nay; Matt Long, aye; Charles Keppler, aye. Motion carried 3-2
- Matt Long made a motion, seconded by Ellen Gndt, to authorize the Township Solicitor to draft a Police Cost Recovery Ordinance. A very lengthy discussion was had between the board, solicitor and public. Roll call: Ellen Gndt, aye; Natasha Leap, aye; Mike Velardi, nay; Matt Long, aye; Charles Keppler, aye. Motion carried 4-1
- Matt Long discussed the concerns that the amusement tax, particularly on Stay and Play packages, may not be collected properly, which is significant since it is the township's primary allowable tax. While a formal letter of engagement was previously authorized to begin auditing amusement tax payees, the speaker suggests first obtaining a quote from the auditor to estimate the cost of auditing the top taxpayers. They propose that, before initiating a potentially expensive audit, the township should request an informational meeting with those businesses to try to obtain the necessary data voluntarily, in hopes of clarifying tax practices and ensuring the township receives all revenue owed. Jerrod Belvin stated that we received a quote back. We are looking to not exceed \$40,000. Lost revenue could reach 7 figures. An in-depth discussion was had on this matter between the board and solicitor.

**Natasha Leap – Commissioner** – spoke regarding her desire to have workshops to teach the general public information on the Planning Commission, ZHB, Variances, Special Exceptions. She feels that there is a very large disconnect.

**Mike Velardi – Commissioner** Suggested declaring Pocono Township a 2<sup>nd</sup> Amendment Sanctuary Township. He feels the Township does not need a chicken ordinance. Discussion was had by the board and public on this matter. Mike Velardi asked the public to consider Pennsylvania adopting an electoral college system in order to have the smaller communities represented in the same capacity as the larger cities when voting with regard to the Senate Election.

### **Charles Keppler – Commissioner**

- Charles Keppler commented on Chickens having been a contentious issue in the township for months, with ongoing debates and dissatisfaction about proposed ordinances. While the speaker personally supports legalization, they stress the importance of public input in shaping any new rules, given concerns about noise, cleanliness, and the potential for chickens roaming freely as the township grows. To address this, Charles Keppler made a motion, seconded by Ellen Gndt, to schedule a publicly advertised workshop so residents can share opinions and help shape the final chicken ordinance. Matt Long reminded everyone that there was a chicken ordinance drawn up and

people seemed to like it. Natasha Leap stated that there have been numerous conversations at numerous meetings to discuss this matter. Charles Keppler pressed that it usually was discussed toward the end of meetings without a lot of people left to voice their thoughts. After lengthy discussion between the board and public, Matt Long made a motion, seconded by Charles Keppler, to table this matter. All in favor. Motion carried.

- **(Please see attachment for verbatim transcript)** Discussion regarding Brian Winot's email of 1/5/2026. Charles Keppler read Brian Winot's email aloud. The summary of which is: Former commissioner Brian Winot sent an email to the board requesting that Commissioner Charles Keppler recuse himself from participating in any township matters involving Brian or his business interests. The request cites an ongoing lawsuit between the two, allegations of defamation, and a pattern of perceived bias by Charles Keppler, arguing these factors create a conflict of interest both actual and apparent. Brian Winot asserts that Charles Keppler's involvement in relevant discussions or votes would be unfair and could prompt legal action, suggesting recusal as the only appropriate course until the lawsuit is resolved. Charles Keppler stated he would like to make two brief points of which the following is a summary: Charles Keppler argues that it is inappropriate for a former commissioner to represent business interests before the board within a year of leaving office, citing the Pennsylvania Ethics Act, and views Brian Winot's email as both a breach of this principle and a threat to the board by implying legal action if Charles Keppler participates in certain votes. Mr. Keppler contend that allowing such tactics would set a dangerous precedent, undermine public trust, and enable anyone to silence board members through litigation, thereby damaging the integrity of the township's democratic process. As such, Charles Keppler firmly rejects abstaining from votes involving Brian Winot, emphasizing a commitment to transparency and accountability. Natasha Leap would like the record to reflect an email that she sent this afternoon that she believes that a violation of the Sunshine Law was committed today at 1130 the agenda was asked to be changed to reflect this email and the discussion regarding it. It may be de minimis, however, with potential litigation against the township and discussion of the items we should not have changed the agenda today. It should have been 24-hour notice. We changed it today at the request of a board member, and we are discussing this publicly without even giving the person who sent this email a heads-up that we were discussing it, because he never even got notified for the Sunshine Law, the 24-hour notice. Matt Long questioned the solicitor who confirmed he viewed it as being de minimis. The legality of the changing of the agenda was further discussed between the board and solicitor.
- **Library-** Charles Keppler notes the recent closure of the Pocono Township library, stresses the ongoing need and community value of a local library, and highlights the availability of ample unused space in the new municipal building. He proposed drafting a letter to the library board to formally offer this space and encourage the library's return to Pocono Township. Matt Long suggested we ask if they are interested. Charles Keppler would like to offer them the same terms they had as in the old building, rent free. Jerrod Belvin asked if the board was going to discuss setting aside a specific amount of space. Also, there are no bathrooms in that area. The County was going to pick up the cost of the fit out with the township taking care of the rough plumbing, with regard to the County leasing that space. Matt Long emphasized communication with the Library prior to moving forward with anything. Ellen Gndt commented that if the library paid rent at some of their locations, why would Pocono Township not expect the same. Charles Keppler further argued his point. Natasha Leap once again stated that someone should speak to the Library Board first. She also stated why would we not move forward with the County who would by paying rent, assist in cutting the operating expenses of the building vs with the library, the township would be paying for all of it. Natasha stressed that it should be left up to the residents. Ellen Gndt stated that if the County doesn't want the space we should rent it out. Ellen Gndt and Natasha Leap talked about the old building possibly being converted to a community center. Charles Keppler said he would work on a letter and bring it to the next meeting.
- **(Please see the attachment for verbatim transcript)** Charles Keppler gave his opinion of a Facebook post made by one of the members of the Pocono Township Planning Commission as a racist post and mentioned him by name. Mr. VanFleet respectfully commented that the post was not in any way about race, but of two murderers' mug shots and that Charles Keppler is making it about race instead of what it actually was. Mr. Keppler then proceeded to question Jerrod Belvin about how many African Americans are employed by the township or serve on any of the boards. Kyle VanFleet advised Charles Keppler to get to know people prior to accusing them. He reminded Charles Keppler of the speed with which he is trying to change a town he has only lived in for two years. Mr. Keppler continued pressing his accusations and the meeting became disrupted with the public and other

members of the board along with the solicitor attempting to ask Mr. Keppler to stop. Natasha Leap asked that the following be put on the record:

***I would just like to make one comment and that I would like the minutes to reflect that I was not for talking about this and don't agree with it, for when you get sued.***

Ellen Gndt stated that due to the time and situation only items that need to be addressed on the agenda be handled. All members agreed. The balance of the agenda items not covered will be added to the next meetings agenda.

Jerrold Belvin quickly informed the board of the two large grants that the township received with in the past week. One mentioned previously by Representative Madden and another smaller one for water and sewer.

Natasha Leap made a motion, seconded by Ellen Gndt, to promote Mike Stettler Jr. from Part time to Full time with the DPW Staff. All in favor. Motion carried.

Natasha Leap made a motion, seconded by Matt Long, to accept the Co-Streams proposal for phase 1 in the amount of 18,740.00. All in favor. Motion carried.

Ellen Gndt made a motion, seconded by Mike Velardi, to table the award of the Roundabout Bid Winner through Penn Bid. All in favor. Motion carried.

- *Discussion:* Potential consequences/issues of using township email for non-township business and/or personal disparagement

Leo DeVito cautioned the board as he cautions all clients, to remember that as public officials, both your personal emails and potential discussions of township business and your township emails are subject to the right to know request. Just because you asked me for my opinion on something that does not protect that disclosure from the attorney client privilege. The attorney client privilege applies when asked for an opinion. So, I just would caution the new members and remind the existing members that we try not to talk in the vernacular. We try not to demean things because, again, litigation or even through a right to know request, those emails are all subjects, because they are public record. So, I caution all of us to be careful with the crafting of those events, and other matters.

**Adjournment – 11:43 P.M.**

## ***Attachment to BOC minutes 1-5-2026***

**Winot Letter:**

**2:36:03**

**Charles Kepler:** I would just like to so we received an email on December 30, 2025 from former commissioner Brian. Why not? It references me directly, so I'd just like to take the opportunity to read it here to the public and briefly respond to it dated December 30, 2025 I don't know why the agenda says January. Board of Commissioners, I'm ready to formally request that Commissioner Charles Kepler recuse himself from participation any subdivision, land development or township project in which I personally or any business entity in which I am an employee, Director, member, shareholder or principal. Am involved. This request is based on several facts. Presently, Mr. Kepler and I are parties in a lawsuit in Monroe County Court of Common Pleas, and which I have alleged that he engaged in defamatory conduct after warning and in fact, accused me of criminal conduct. How quickly this lawsuit will be resolved is unknown, and as we are ligands oppose one another, actual bias must be presumed. In addition to these comments referenced above, Mr. Kepler has reportedly repeatedly demonstrated bias against Northeast side contractors, trepasso And why not, the ridge project, and remarks made in public meetings and on social media. Most troubling is that some of these most aggressive, some of the his most aggressive rhetoric came after he was elected Commissioner. Given these circumstances, it is clear that Commissioner Kepler has both an actual conflict of interest and an apparent one which render him incapable of performing his duties in any manner which I have an interest, permitting his involvement in discussion votes or actions by the board that affect any entity in which I hold an interest would be unfair and inappropriate and would require a legal challenge in the event that his participation or vote secured an outcome unfavorable to my interest. It is my sincere hope that with the passage of time and the resolution of the pending court court matter, we will be able to revisit Mr. Kepler's recusal. But under the present circumstances, this appears to be the only viable option for myself, the entities and projects, the entities and projects I am involved with, and the township itself, I would just like to make two brief points. First,

former public officials are not supposed to be representing businesses and entities. Let me read from the let me read from the Pennsylvania ethics act former official or employee. No former public official or public employee shall represent person with promise or actual compensation on any matter before the government body with which he has been associated for one year after he leaves that body. I don't believe that this email is appropriate, because he was a commissioner here within the last year, and he is reaching out, representing himself and his business interests as presumably, a paid representative

of those businesses. That's the first thing second I feel that to send an email to the township, threatening us. In my opinion, this is, this is a threat. He's saying, If I were to participate in any votes with which he is a party or that he is a party to he would sue the township.

That's not right now. He filed this lawsuit after I was elected Commissioner. The precedent that this would set is that if anyone wanted to prevent a particular member of this Board of Commissioners for participating in a vote, he. It, all they would have to do is file a lawsuit against them and claim that that individual is biased. I believe that this would set an extraordinarily dangerous precedent, because, I mean, for obvious reasons, if we are up here, if we're up here to serve the public and to serve their interests, and you know, things may get heated on the campaign trail, but that doesn't represent bias on anyone's part. I maintain that I have never accused Commissioner, why not of anything that he did not in fact, do I maintain that his participation in the roundabout vote was wrong. Or, I'm sorry, the fact that the roundabout was awarded to his business was wrong. I also maintain that. I mean, it continues to be the case that he did not disclose his conflicts of interest prior to voting on them. He just he abstained from the vote, but he did not disclose the nature of his conflict of interest. These things are wrong. The public needs to be able to trust their government. They need to be able to come into this room, sit down, watch these meetings, and not find out later that you know people on this board are you know, involved in business interests that you know they're perhaps abstaining from, but not voting, but you know, still involved with because, you know people up here on this board, they're friendly with each other, and this is why, you know, former officials are not supposed to, you know, represent, you know, entities before this board, after they leave office, because they, they it can, it can sway the vote. And so I think that this email is totally inappropriate. I think that this email, it these sorts of things. I believe they debrief public trust. Because if you know, business owners are going to be sending us threatening emails, trying to, in my opinion, threatening emails trying to, you know, get people not to participate in votes that that just completely destroys our democratic process. It erodes it at its very core, and it's it's wrong and and so I just wanted to make that brief statement, because I was very troubled by this email, and I don't think it's right, and I do not intend to abstain from any vote having to do with Brian, because to do so would set a terrible, terrible precedent that would allow any business owner, any individual, to to stifle this board and to to silence Valley criticism of them. So that's all I wanted to say. If anyone else on the board would like to say anything,

**2:42:58**

**Natasha Leap:** I have something to say about that. So I would like the record to reflect an email that I sent this afternoon that I do believe that a violation of the Sunshine Law was

committed today at 1130 the agenda was asked to be changed to reflect this email and the discussion regarding it. It may be de minimis, however, with potential litigation against the township and discussion of the items we should not have changed the agenda today. It should have been 24 hour notice. We changed it today at the request of a board member, and we are discussing this publicly without even giving the person who sent this email a heads up that we were discussing it, because he never even got notified for the Sunshine Law, the 24 hour notice,

**2:43:44**

**Matt Long:** Leo, did you advise that we should have voted to move this to the agenda? I mean, because we were allowed to do that. I mean, yeah.

**2:43:55**

**Leo DeVito:** I mean, I viewed it as de minimis, not necessarily its content, Charles, but certainly adding it's not, there's not a vote being taken on it. We could have come here tonight. There could have been a motion to amend the agenda to include it. And you know, as I've already opined, I do not see a conflict-of-interest Charles at all. And we're participating in these matters.

**VanFleet Post**

**3:00:11**

**Charles Keppler: All right. Now, finally,**

**so we had a member of the public reach out to us recently about a Facebook post that was made by a member of our planning board, Kyle vant. I see he's here. I would just like to read the post and describe it for you, because I don't want to display it because I frankly think it's painless. The entire real estate market in this country is based on how far can I be away from these people without having a three hour drive to work? And the pictures below it are two African American men**

**looking at this.**

**Natasha Leap:**

**3:01:02**

**Yeah, your accusing him without any proof.**

**3:01:08**

**Kyle VanFleet:**

**I address you on your hypocrisy, but respectfully, there's nothing in that post about race. You made it a race issue.**

**3:01:18**

**Charles Keppler: If I were an African,**

**3:01:19**

**Kyle Van Fleet: you made a race issue. It could be a white guy, Puerto Rican guy, city scum is what has turned this area into the shit Hole it was becoming we just got done talking about cops and budgets and how much all this tourism costs us fighting the scum that comes here and turns into brawl during a family vacation every weekend.**

**3:01:45**

**Charles Keppler:**

how many African Americans do we have working for the township or serving on our boards here? So if I were someone who is black, and I move it here, it's 14% of our population, by the way, and I wanted to get involved, if I wanted to, say, volunteer for the planning board, if I wanted to, you know, try to, try to get appointed to one of our boards here in town. I don't, I don't think that I would want to be sitting next to a planning board member who didn't want me living

3:02:18

Kyle VanFleet:

let me tell you something. You've moved here two years ago. You don't know anybody that has been talking about most anybody that you've been trying to ask tonight, you never even shook my hand.

A lot of your nonsense

tonight, I'm sorry. I'm gonna try not to let my construction dialect come out, but you need to cool it, dude. Really, you just moved here, if I was fishing in a boat, and you spun around the corner with your causing a leak, hit a rock and sank, and I come over to save you, and you got in my boat and did nothing to talk about how great your boat was. I want to throw you the heck out of it. Why don't you just slow your roll a little bit? You get to know a few people question.

3:03:14

Resident:

He interrupt you, calling him a racist in front of the township

3:03:17

Charles Keppler:

I said that this post was racist.

3:03:22

Resident:

So the on you don't like the facts if you don't like the statistics of murderers, okay, whatever happens.

3:03:41

Charles Keppler:

My point is, there's a reason we don't have any African American staff. I'm not saying we're discriminating against them in the township where they think that they're not wanted, where they're thinking that people don't want to live within a three hour drive of them. That's not appropriate. It's not appropriate. We need to look these things in the face.

3:04:23

Ellen Gndt

I'm going to call order because enough

3:04:28

Natasha Leap:

so I would just like to make one comment and that I would like the minutes to reflect that I was not for talking about this and don't agree with it, for when you get sued.

# POCONO TOWNSHIP

## Monday February 2, 2026

### SUMMARY

**Ratify**

General Fund	\$	12,044.43
Payroll	\$	146,080.21
Sewer Operating	\$	4,275.98
Sewer Construction	\$	-
Capital Reserve	\$	-

**Bill List**

TOTAL General Fund	\$	133,733.22
TOTAL Sewer OPERATING Fund	\$	50,015.26
TOTAL Sewer CONSTRUCTION Fund	\$	36,514.92
TOTAL Capital Reserve Fund	\$	15,997.43
<b>TOTAL EXPENDITURES</b>	<b>\$</b>	<b>398,661.45</b>

# POCONO TOWNSHIP CHECK LISTING Monday February 2, 2026

**General Fund**

Date	TYPE	Vendor	Memo	Amount
01/06/2026	TRANSFER ADP		PAYROLL 12/22/25 - 1/4/26	\$ 146,080.21
			<b>TOTAL PAYROLL</b>	<b>\$ 146,080.21</b>

**General Expenditures**

Date	Check	Vendor	Memo	Amount
01/20/2026	3563	Blue Ridge Communications	Kenny's Way Internet	54.95
01/21/2026	3564	PPL Electric Utilities	Old Mill, Traffic Lights, Kennys Way, Park	10,599.48
01/27/2026	3588	Pocono Mountain Regional Police Dept.	Campagna & Rentschler Vests	1,390.00
			<b>TOTAL General Fund Bills</b>	<b>\$ 12,044.43</b>

**Sewer Operating Fund**

Date	Check	Vendor	Memo	Amount
01/15/2026	1573	Verizon	SCADA System	36.36
01/20/2026	1574	BLUE RIDGE COMMUNICATIONS	Phones	197.88
01/20/2026	1575	Verizon Wireless	Sewer Modems	120.03
01/21/2026	1576	PPL Electric Utilities*	Sewer Lighting	3,921.71
			<b>TOTAL Sewer Operating Fund</b>	<b>4,275.98</b>

**TOTAL General Fund**  
**TOTAL Sewer Operating**  
**TOTAL**

\$ 12,044.43  
 \$ 4,275.98  
**\$ 16,320.41**

Authorized by:  
 Transferred by:

# POCONO TOWNSHIP CHECK LISTING

## Monday February 2, 2026

**General Fund**

Date	Check	Vendor	Memo	Amount
01/27/2026	3565	AFLAC	Supplemental Ins	349.56
01/27/2026	3566	American Heritage Life Insurance Company	Supplemental Ins	572.76
01/27/2026	3567	AMERICAN UNITED LIFE INSURANCE CO.	GTL	3,251.88
01/27/2026	3568	Bartonsville Printing	Winter Banners 28ea	2,520.00
01/27/2026	3569	Bartush Signs, Inc.	Glenwood Hall Signs Final Pymt	1,344.50
01/27/2026	3570	Best Auto Service & Tire Center	Police car service	3,428.30
01/27/2026	3571	Blanchi, Joe	1/9/26 Uniform Reimb	712.74
01/27/2026	3572	Cyphers Truck Parts	Safety Valve for Truck 9	12.29
01/27/2026	3573	DES-GPR, Inc.	Recycling Dec 2025	62.50
01/27/2026	3574	E.M. Kutz, Inc.	Pocono TWP Left Arm; Angle Joint; Arm Bearing Kit for Truck 9	368.30
01/27/2026	3575	Gotta Go Potties, Inc.	TLC, Min Vw Pk	975.00
01/27/2026	3576	Heinzee, LLC	Heinzee Appeal 2025	1,000.00
01/27/2026	3577	J. P. Mascaro & Sons	Rt 611 Waste Removal Jan 2026	457.00
01/27/2026	3578	J. P. Mascaro & Sons	MVP Waste/Recycle Serv Jan 2026	626.00
01/27/2026	3579	Kimball Midwest	5/16 X 2 GR8 Tap Bolt	87.50
01/27/2026	3580	Lawson Products	43 Series Fittings	324.30
01/27/2026	3581	LeadsOnline LLC	CellHawk Sub 3/1/26 - 12/31/26	3,273.00
01/27/2026	3582	Locust Ridge Quarry	Anti-Skid Type AS2 112.11 Ins	2,935.95
01/27/2026	3583	MAULA, MAURA	Yoga in the Park	65.00
01/27/2026	3584	Mellife - Non Uni. Pen. Plan	Pension	10,867.01
01/27/2026	3585	Nationwide - 457	457 Plan	5,458.80
01/27/2026	3586	Night and Day Diesel	Truck 10, 14 Service	750.00
01/27/2026	3587	P & D Emergency Services	Trucks 5, 16 & 20 Service	408.75
01/27/2026	3589	Pocono Township	2025 Fire Tax Interest due to Fire Co	169.39
01/27/2026	3590	Pocono Township	2025 Fire Tax Interim A due to Fire Co	110.98
01/27/2026	3591	Powell's Sales & Service	3' & 4' Blades; 13 Hole Std 11"; Bolt Kit	6,518.40
01/27/2026	3592	PPL Electric Utilities	TLC Lighting	520.03
01/27/2026	3593	Pure Water Technology of Central PA, Inc.	Q1 2026 Water Unit Rentals	621.00
01/27/2026	3594	Rath, Eric	Uniform Reimbursement	800.00
01/27/2026	3595	RG Group	Hydraulic Hose	314.09
01/27/2026	3596	Richter Total Office	Coffee	158.40
01/27/2026	3597	SFM Consulting LLC	Dec 2025 Zoning & Building Services	52,339.16
01/27/2026	3598	Sirchie Acquisition Company, LLC	Portable Humidifier, Defunigator, Lab Fuming Cabinet	2,740.85
01/27/2026	3599	Sparkle Car Wash on 248 LLC	Dec 2025 Police Car Washes	33.84
01/27/2026	3600	Staples	Police Office Supplies	100.89
01/27/2026	3601	Staples	Copy Paper	212.45
01/27/2026	3603	Steele's Hardware, Inc.	Snow Pushers, Lock De-Icer	167.96
01/27/2026	3605	Steele's Hardware, Inc.	Supplies	205.67
01/27/2026	3606	Steele's Hardware, Inc.	Gym Supplies	79.06
01/27/2026	3607	Steele's Hardware, Inc.	Pellets; Shovel; 24" Snow Pusher	124.45
01/27/2026	3608	Stroudsburg Electric Motor Service	Grinder	199.99
01/27/2026	3609	STTC Service Tire Truck Centers, INC.	Truck 10 Service	1,163.94
01/27/2026	3610	Suburban Propane	Propane & Gas	2,874.74
01/27/2026	3611	Suburban Testing Labs	SDWA Monthly 701	132.00
01/27/2026	3612	T&M Associates	Engineering	8,719.30
01/27/2026	3613	TargetSolutions Learning LLC	Law Enforcement Bundle 12/31/25-12/30/26	4,941.60

733.33	Dec 2025 SaaS
98.32	TWP Mat Cleaning
7,807.50	Jan 2026 EE Contribution
340.76	Police Copier/Scanner
1,012.00	Receipts w/Switch for Gutter Heat Tape
225.36	1/25/26 Uniform Reimb
264.43	Water
286.54	1/25/26 Uniform Reimb
278.66	Office Supplies Summ Inv 7008535514
185.99	TWP Old Mill Rd Garbage
<b>133,733.22</b>	<b>TOTAL GENERAL FUND</b>

**Sewer Operating Fund**

Date	Check	Vendor	Memo	Amount
01/27/2026	3614	TRAISR, LLC		
01/27/2026	3615	UNIFIRST Corporation		
01/27/2026	3616	US BANK - Lockbox CM9722		
01/27/2026	3617	Valley Business Systems		
01/27/2026	3618	Zindle Construction LLC		
01/27/2026	3619	Anglemyer, Austin		
01/27/2026	3620	Brodhead Creek Regional Authority		
01/27/2026	3621	Chiusano, Christopher		
01/27/2026	3622	Staples		
01/27/2026	3623	Waste Management of Pennsylvania, Inc.		
01/27/2026	1577	BRODHEAD CREEK REGIONAL AUTHORITY	Manko/Gold/Katcher/Fox Inv 12408-00009-128216	6,562.00
01/27/2026	1578	BRODHEAD CREEK REGIONAL AUTHORITY	Prevoznik Inv 15658	888.00
01/27/2026	1579	Evoqua Water Technologies LLC	PS 5 Vaporlink 12/12/25 - 1/11/26	1,100.00
01/27/2026	1580	J.P. Mascaro & Sons	PS 5 Waste Removal Jan 2026	293.85
01/27/2026	1581	ONYX VALVE CO	Sewer O&M	10,879.15
01/27/2026	1582	Pocono Township	Jan 2026 Sewer Admin & Overhead	16,562.40
01/27/2026	1583	T&M ASSOCIATES	Engineering	12,914.00
01/27/2026	1584	TRAISR, LLC	Dec 2025 SaaS	366.67
01/27/2026	1585	BRODHEAD CREEK REGIONAL AUTHORITY	Water	459.19
			<b>TOTAL Sewer Operating Fund</b>	<b>\$50,015.26</b>

**Sewer Construction Fund**

Date	Check	Vendor	Memo	Amount
01/27/2026	1040	Blue World Construction	Old Mill Rd Sewer Connection	3,556.96
01/27/2026	1041	T&M Associates	Engineering	32,957.96
			<b>TOTAL Sewer Construction Fund</b>	<b>\$36,514.92</b>

**Capital Reserve Fund**

Date	Check	Vendor	Memo	Amount
01/27/2026	1156	T&M Associates	Engineering	9,822.25
01/27/2026	1157	Furino Mech Contracting & Furino Fuels	MHP HVAC Construction	6,175.18
			<b>TOTAL Capital Reserve Fund</b>	<b>\$15,997.43</b>

General Fund	\$	133,733.22
Sewer Operating	\$	50,015.26
Sewer Construction Fund	\$	36,514.92
Capital Reserve	\$	15,997.43
<b>TOTAL</b>	\$	<b>236,260.83</b>

Authorized by: \_\_\_\_\_  
 Transferred by: \_\_\_\_\_

**Chartered since 1941**



January 20, 2026

Dear Pocono Township,

Boy Scout Troop 85 will be having their Summer Court of Honor Picnic on Sunday, August 16, 2026 and would like to reserve Pavilion #1 at Mountain View Park for that day from 10 a.m. to 4 p.m.

We are a non-profit organization chartered by the Pocono Township Volunteer Fire Company in Tannersville.

Please waive the \$50 rental fee for our group since we are a non-profit organization.

Sincerely,

Margaret Kinsley  
Troop 85 Committee Chairperson  
570-656-2644

**REQUEST TO UTILIZE:**

- Pavilion #1 (max. 150 ppl)
- Pavilion #2 (max. 75 ppl)
- Pavilion #3 (max. 200 ppl, includes stage)
- Pavilion #4 (max. 100 ppl)

**For Office Use Only**

Facility Assigned: \_\_\_\_\_

Payment Received: Amount: \_\_\_\_\_

Cash \$ \_\_\_\_\_  Check # \_\_\_\_\_

Name (Person responsible) Margaret Kinsley Date of Birth 4/14/62 Event Name on Sign Scout Troop 85

*Person Responsible is required to be on-site during the entire event, please bring Pavilion Approval (Permit) and ID.*

Name and Description of group/organization (league, private party, bus/corp., non-profit, etc.)  
Scout Troop 85 Summer Court of Honor Picnic

Physical Address (Street, City, State, Zip) Tannersville PA. 18372 Municipality/Township Pocono

Mailing Address (if different from above) (PO Box, City, State, Zip)  
Margaret Kinsley 149 Kinsley Lane, E. Stbg, PA. 18301

Event Date Sunday, August 16, 2026 Event start & end time 10AM-4PM (Park Hours 10am-8pm) Expected guests (#) 50

Contact Name Margaret Kinsley Contact Phone 570-656-2644 Contact Email Mmk@ptd.net

**I AGREE TO ADHERE TO THE RULES AND REGULATIONS AS POSTED ON POCONOPA.GOV AND ON THE BACK OF THIS FORM.**  
**I TAKE FULL RESPONSIBILITY FOR THE ACTIONS OF THE ABOVE GROUP/ ORGANIZATION - INITIAL: \_\_\_\_\_**

Signature Margaret Kinsley Position with org/group Committee Chairperson Today's Date 1/20/26

*Applications will be accepted after January 1st of the rental year*

**Pocono Township Resident Fees:**

- Private Party or Non-Profit (1n Twsp)
- Mon, Tues, Wed, Thurs -\$50/day (any pavilion)
- Fri, Sat, Sun - \$100/day (any pavilion)

**Non-Resident Fees:**

- Private Party, Corporations, Business, Non-Profit
- Monday - Sunday
- Pavilion 2/4 - \$200/day

**POCONO TOWNSHIP BOARD OF COMMISSIONERS  
MEETING DECORUM AND ORDER POLICY**

**Purpose and Intent**

The Pocono Township Board of Commissioners adopts this Meeting Decorum and Order Policy to promote the orderly, efficient, and safe conduct of public meetings. These rules are intended to regulate the time, place, and manner of participation in public meetings and shall be enforced in a content neutral and viewpoint neutral manner. Nothing in this Policy is intended or shall be applied to prohibit or discourage speech protected by the First Amendment to the United States Constitution or the Pennsylvania Sunshine Act, including criticism of the Township, its officials, policies, or actions.

**Authority of the Presiding Officer**

The President of the Board of Commissioners, or the Vice President in the President's absence (the "Presiding Officer"), shall preside over meetings and is responsible for maintaining order and decorum.

To that end, the Presiding Officer may:

- Recognize speakers and enforce established rules regarding speaking order and time limits;
- Rule a speaker out of order when the speaker's conduct materially disrupts the orderly conduct of the meeting;
- Interrupt or halt conduct that materially interferes with the ability of the Board to conduct Township business;
- Call for a recess or adjournment of the meeting, subject to any vote required by law;
- Direct any individual who is materially disrupting the meeting to comply with lawful and content neutral instructions necessary to restore order.

Failure to comply with a lawful directive of the Presiding Officer issued pursuant to this Policy may constitute a violation of this Policy.

**Prohibited Conduct**

The following conduct is prohibited during Township meetings when it materially disrupts, obstructs, or interferes with the orderly conduct of the meeting:

- Shouting, interrupting, or speaking without recognition by the Presiding Officer;
- Refusing to yield the floor after the expiration of allotted time or after being directed to do so by the Presiding Officer;

- Engaging in physical actions, noises, or gestures that prevent the Board or other speakers from being heard or from conducting Township business;
- Harassing or intimidating conduct directed at any individual that rises to the level of material disruption;
- Repeatedly speaking on matters unrelated to Township business during a designated public comment period after being directed to remain on topic.

Material disruption is behavior that substantially impedes, interrupts, or prevents the governing body from carrying out the business of the meeting or denies others a reasonable opportunity to participate, after a warning when practicable. Content of speech alone shall not be grounds for a finding of disruption. Strong, critical, or unpopular viewpoints, including allegations concerning Township actions or officials, are permitted so long as they are expressed in a manner that does not materially disrupt the meeting.

### **Allegations and Accusations**

Speakers are encouraged to direct comments to Township actions, policies, and matters within the jurisdiction of the Board. Statements alleging illegal, unethical, discriminatory, or improper conduct by identified individuals shall not be restricted based on viewpoint or subject matter, but may be ruled out of order only if delivered in a manner that is repetitious, harassing, or materially disruptive to the meeting.

Nothing in this section shall be interpreted to require advance Board authorization for public comment or to prohibit public discussion of matters of public concern.

### **Removal for Disruptive Conduct**

If an individual persists in materially disruptive conduct after receiving a warning, the Presiding Officer may order the individual removed from the meeting for the remainder of the session. Removal shall be based solely on conduct, not on the content or viewpoint of speech.

In cases involving an immediate threat to safety or the ability to continue the meeting, removal may occur without prior warning.

Removal of a Commissioner under this Policy shall be limited to removal from the meeting for the remainder of the session and shall not constitute removal from office.

The Board may refer conduct to law enforcement for evaluation solely to determine whether it constitutes a violation of applicable law.

### **Applicability**

This Policy applies to Commissioners, appointed board and commission members, Township officers and employees, and members of the public while attending or participating in a Township meeting.

**Point of Order and Appeal**

Any Commissioner may raise a point of order concerning the application of this Policy. The Presiding Officer shall rule on the point of order, subject to appeal to the Board of Commissioners and decision by majority vote.

**Adoption and Posting**

This Policy shall take effect immediately upon adoption. A summary of the Policy shall be announced by the Presiding Officer at the beginning of each meeting, and the Policy shall be posted prominently in the Township Municipal Building and on the Township website.

**POCONO TOWNSHIP  
MONROE COUNTY, PENNSYLVANIA**

**ORDINANCE NO. 2026-\_\_**

**AN ORDINANCE OF THE TOWNSHIP OF POCONO, MONROE COUNTY,  
PENNSYLVANIA AMENDING ITS CODE OF ORDINANCES; PART I,  
ADMINISTRATIVE LEGISLATION; ADDING CHAPTER 15, ENVIRONMENTAL  
ADVISORY COUNCIL TO ESTABLISH PROVISIONS FOR ESTABLISHING AN  
ENVIRONMENTAL ADVISORY COUNCIL FOR THE TOWNSHIP OF POCONO AND  
REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT  
HEREWITH**

*WHEREAS*, 53 Pa.C.S.A. § 2322 allows the governing body of a municipal corporation by ordinance to establish an environmental advisory council to advise other local governmental agencies, including, but not limited to, the planning commission, park and recreation boards and elected officials, on matters dealing with protection, conservation, management, promotion and use of natural resources, including air, land and water resources, located within its or their territorial limits; and

*WHEREAS*, the Board of Commissioners of the Township of Pocono, Monroe County, Pennsylvania (the "BOC") finds that the public interest, convenience and necessity require adoption of an ordinance creating an Environmental Advisory Council; and

*WHEREAS*, the BOC finds that creation of an Environmental Advisory Council will assist advising the Township on matters dealing with the protection, conservation, management, promotion and use of natural resources located within the Township's territorial limits.

*NOW, THEREFORE, BE IT ENACTED AND ORDAINED* by the Board of Commissioners of Pocono Township, Monroe County, Pennsylvania and it is hereby *ENACTED AND ORDAINED* by virtue of the power vested in the Board of Commissioners by the First-Class Township Code as follows:

**SECTION I.** The Township of Pocono, Monroe County, Pennsylvania Code of Ordinances; Part I, Administrative Legislation; is hereby amended by adding the following:

**"Chapter 15 Environmental Advisory Council**

**§ 15-1 Creation of Council**

An advisory council to be known as the "Pocono Township Environmental Advisory Council" is hereby established for Pocono Township, Monroe County, Pennsylvania (the "Township"), and shall continue to function until this subpart is revoked.

**§ 15-2 Purpose**

The purpose of the Environmental Advisory Council ("EAC") shall be to advise local governmental agencies including, but not limited to, the Pocono Township Board of Commissioners (the "BOC") and the Pocono Township Planning Commission (the "PC"), on matters dealing with the protection, conservation, management, promotion, acquisition and use

of natural resources including air, land, water and open space resources located within or affecting the Township.”

### **§ 15-3 Membership**

A. The EAC shall be composed of seven residents of the Township who shall be appointed by the BOC.

B. The BOC shall fill all vacancies.

C. One member shall also be a member of the Township PC and one member shall also be a member of the BOC.

D. Members shall be from as many different areas of the Township as possible and represent various interests of the Township.

E. The BOC may appoint additional members of the EAC to be known as Alternate Members, for such terms as the BOC shall designate. Alternate Members may be assigned to subcommittees of the EAC as deemed appropriate by the EAC or the BOC. Alternate Members shall be entitled to participate in all discussions of the EAC. If one or more of the seven EAC member(s) is not otherwise present, or if a quorum is not reached, the Alternate Member(s) will sit on the EAC as may be needed to provide a quorum. The Alternate Member(s) will also have the right to cast a vote as a voting member during meetings where the full EAC is not otherwise present.

### **§ 15-4 Appointment Procedures; Terms of Office**

A. EAC members shall be appointed in accordance with the following procedures:

1. Duly appointed EAC members shall serve a term of three years, except that initial appointments shall be so staggered that the terms of approximately 1/3 of the membership shall expire each year.

2. The BOC shall designate the Chairperson of the EAC.

3. EAC members' terms of office shall expire on the first Monday in January following the last year of their term of office.

4. Prior to the expiration of the term of appointment of the PC representative, the PC, shall provide the BOC, in writing, with a recommendation for one of their members to be appointed to the EAC. The BOC shall make the final determination as to the membership of the EAC.

5. Members may resign at any time with written notice to the BOC.

6. Members may be removed by the BOC, with or without the recommendation of a majority of the other members, for malfeasance or neglect in the performance of their duties. Failure to attend either three consecutive regularly scheduled meetings or four regularly scheduled meetings during a twelve-month period shall constitute neglect. The Chairperson of the EAC may excuse absentees for good cause.

7. The BOC shall appoint successors to members who resign or are removed to serve for the remaining term of the member or members.

### **§ 15-5 Compensation**

Members of the EAC shall receive no compensation for their services but may be reimbursed for expenses actually and necessarily incurred by them in the performance of their duties, provided that the expenses have the prior approval of the BOC.

### **§ 15-6 Powers of Council**

A. The EAC shall have the following powers and duties:

1. Identify environmental problems and recommend plans and programs to the BOC for the promotion and conservation of the natural resources and for the protection and improvement of the quality of the environment within the Township.

2. Make recommendations as to the possible use of open land areas within the Township.

3. Promote a community environmental program.

4. Keep an index of all open space and environmentally sensitive areas, publicly or privately owned including, but not limited to, flood-prone areas, swamps, and other unique natural areas for the purpose of obtaining information on the proper use of such areas.

5. Advise the BOC and other agencies as to the acquisition of property, both real and personal, and rights thereto, by gift, purchase, grant, bequest, easement, device or lease in matters dealing with agricultural preservation, open space, and recreation.

#### **§ 15-7 Meetings**

A. The EAC shall meet at least monthly and at other times, as directed by the BOC. Said meetings shall be advertised and open to the public.

B. The EAC shall keep records of its meetings and activities and shall make an annual report, which shall be printed in an annual municipal report or otherwise made publicly available. Minutes of each meeting shall be promptly forwarded to the BOC.

#### **§ 15-7 Appropriations**

The BOC may, from time to time, appropriate funds for the expenses incurred by the EAC. Appropriations may be expended for those administrative, professional, clerical, printing, engineering and legal services as may be required. The whole or any part of any funds so appropriated in any year may be placed in a conservation fund and allowed to accumulate from year to year or may be expended in any year.”

**SECTION II. SEVERABILITY.** The provisions of this Ordinance are severable, and if a court of competent jurisdiction declares any provision of this Ordinance to be invalid or ineffective in whole or in part, the effect of such decision shall be limited to those provisions which are expressly stated in the decision to be invalid or ineffective, and all other provisions of this Ordinance shall continue to be separately and fully effective.

**SECTION III. REPEALER.** All Ordinances or parts of Ordinances or Resolutions conflicting with the provisions of this Ordinance are hereby repealed to the extent of such conflict.

**SECTION IV. EFFECTIVE DATE.** This Ordinance shall be effective five (5) days after adoption.

**ENACTED AND ADOPTED** by the Board of Commissioners this \_\_\_\_ day of \_\_\_\_\_, 2026.

**ATTEST:**

**TOWNSHIP OF POCONO,  
MONROE COUNTY,  
PENNSYLVANIA**

---

**JERROD BELVIN**  
*Township Manager*

---

**ELLEN GNANDT**  
*President, Board of Commissioners*

DRAFT

# PSEF Principal Solar Energy Facility Overlay District

Pocono Township  
Monroe County, Pennsylvania

## Legend

-  PSEF Principal Solar Energy Facility Overlay District
- Base Zoning Districts**
-  C-1 - Commercial (Proposed)
-  C-2 - Commercial (Proposed)
-  C-3 - Commercial (Proposed)
-  CD - Conservation
-  I - Industrial
-  R-1 - Low Density Residential
-  R-2 - Medium Density Residential
-  RD - Recreation
-  Municipal Boundaries
-  Parcels
-  Interstate Highways
-  State Routes
-  Local Roads
-  Railroads
-  Streams
-  Lakes and Ponds



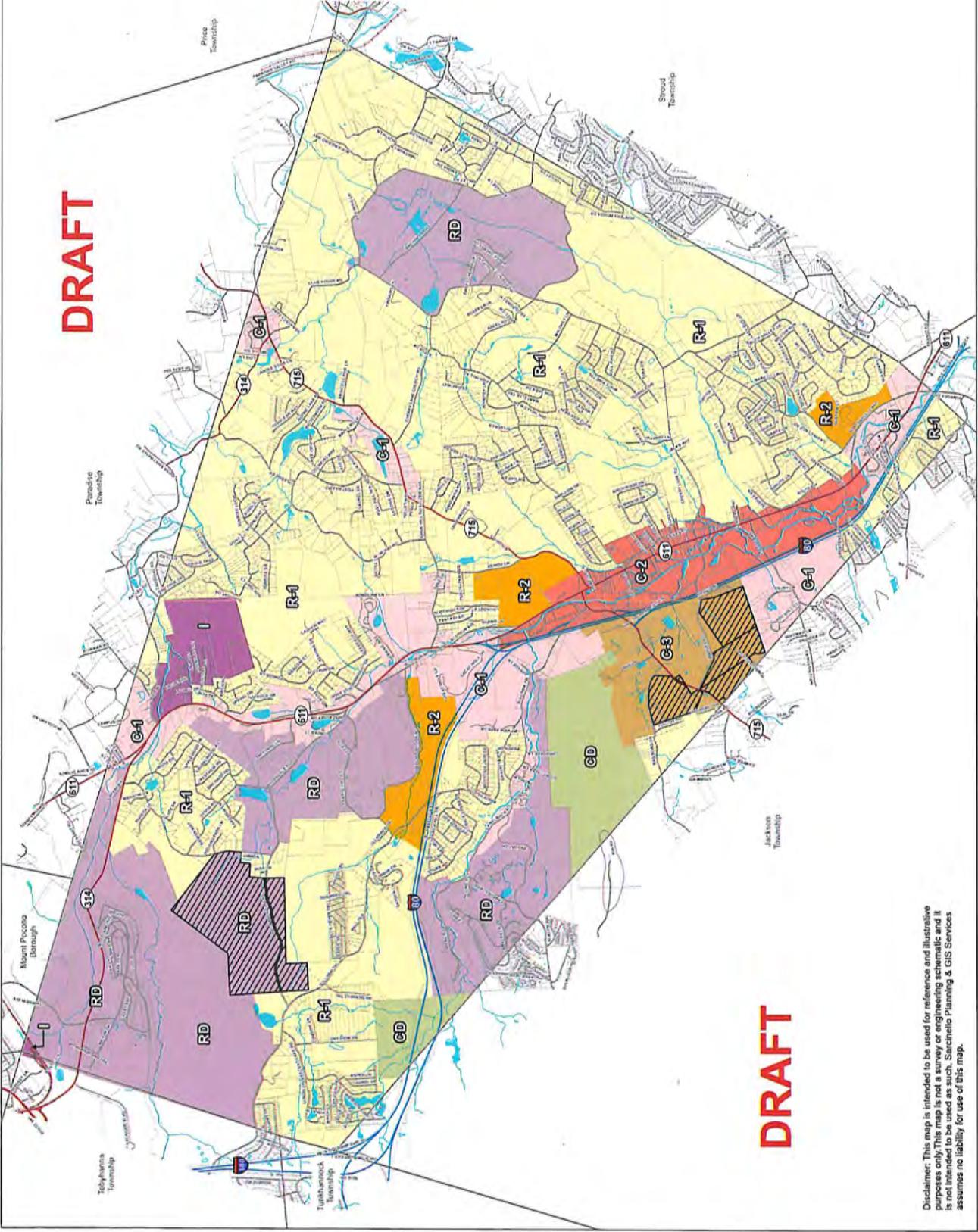
Data Source:  
Monroe County GIS, 2024

Prepared By:



DRAFT: May 19, 2025

**DRAFT**



**DRAFT**

Disclaimer: This map is intended to be used for reference and illustrative purposes only. This map is not a survey or engineering schematic and it is not intended to be used as such. Sarcinello Planning & GIS Services assumes no liability for use of this map.

# PWEF Principal Wind Energy Facility Overlay District

Pocono Township  
Monroe County, Pennsylvania

**Legend**

- PWEF Principal Wind Energy Facility Overlay District
- Base Zoning Districts
  - C-1 - Commercial (Proposed)
  - C-2 - Commercial (Proposed)
  - C-3 - Commercial (Proposed)
  - CD - Conservation
  - I - Industrial
  - R-1 - Low Density Residential
  - R-2 - Medium Density Residential
  - RD - Recreation
- Municipal Boundaries
- Parcels
- Interstate Highways
- State Routes
- Local Roads
- Railroads
- Streams
- Lakes and Ponds

1,800 0 1,800 3,600  
Feet

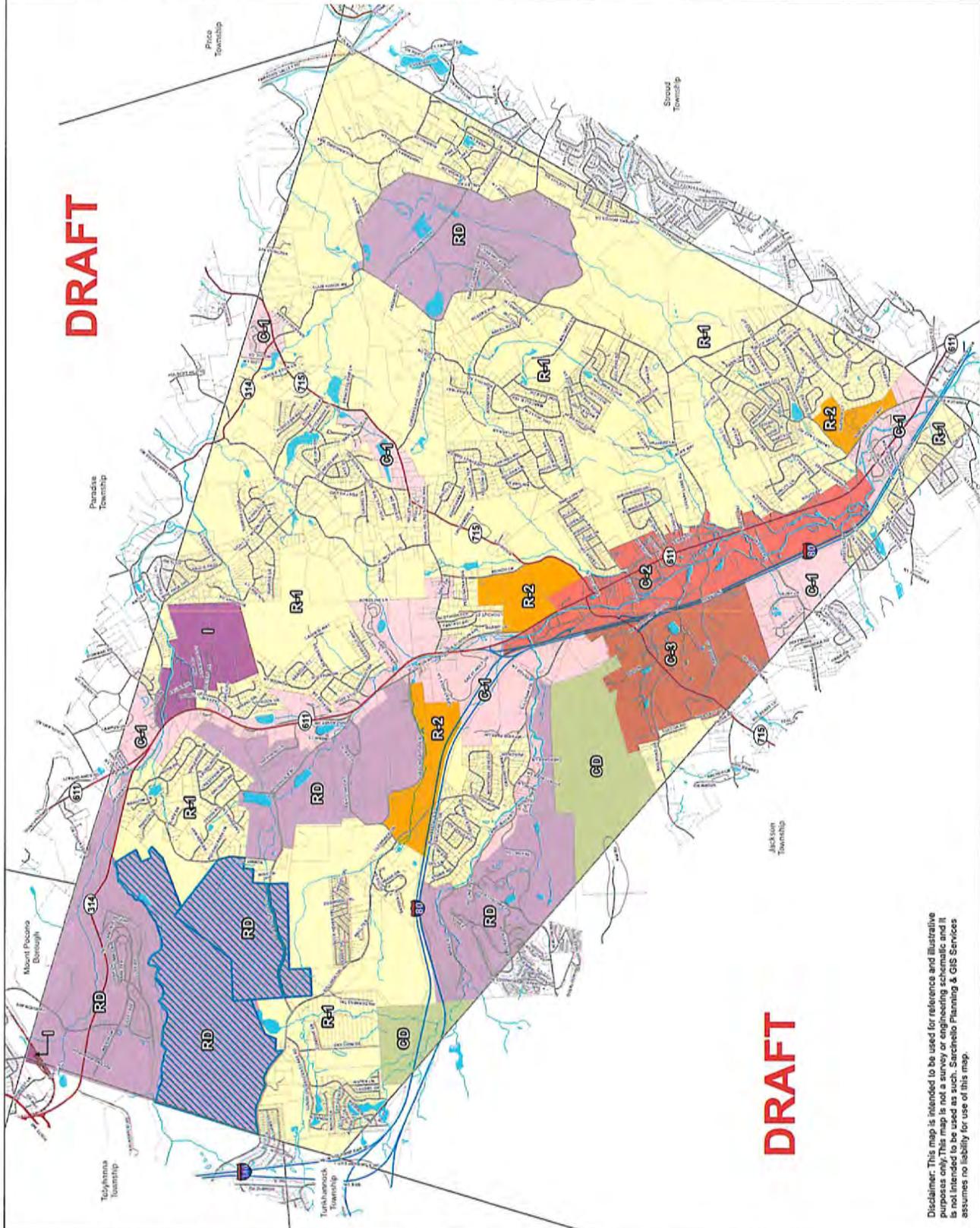
North Arrow

Data Source:  
Monroe County GIS, 2024

Prepared By:  
**Sarcinello**  
PLANNING & GIS SERVICES  
www.sarcinello.com

DRAFT: May 19, 2025

**DRAFT**

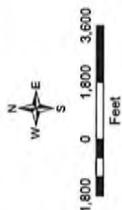


**DRAFT**

Disclaimer: This map is intended to be used for reference and illustrative purposes only. This map is not a survey or engineering schematic and it is not intended to be used as such. Sarcinello Planning & GIS Services assumes no liability for use of this map.

**DC Data Center  
Overlay District**  
Pocono Township  
Monroe County, Pennsylvania

- Legend**
- DC Data Center Overlay District
  - Base Zoning Districts
    - C-1 - Commercial (Proposed)
    - C-2 - Commercial (Proposed)
    - C-3 - Commercial (Proposed)
    - CD - Conservation
    - I - Industrial
    - R-1 - Low Density Residential
    - R-2 - Medium Density Residential
    - RD - Recreation
  - Municipal Boundaries
  - Parcels
  - Interstate Highways
  - State Routes
  - Local Roads
  - Railroads
  - Streams
  - Lakes and Ponds

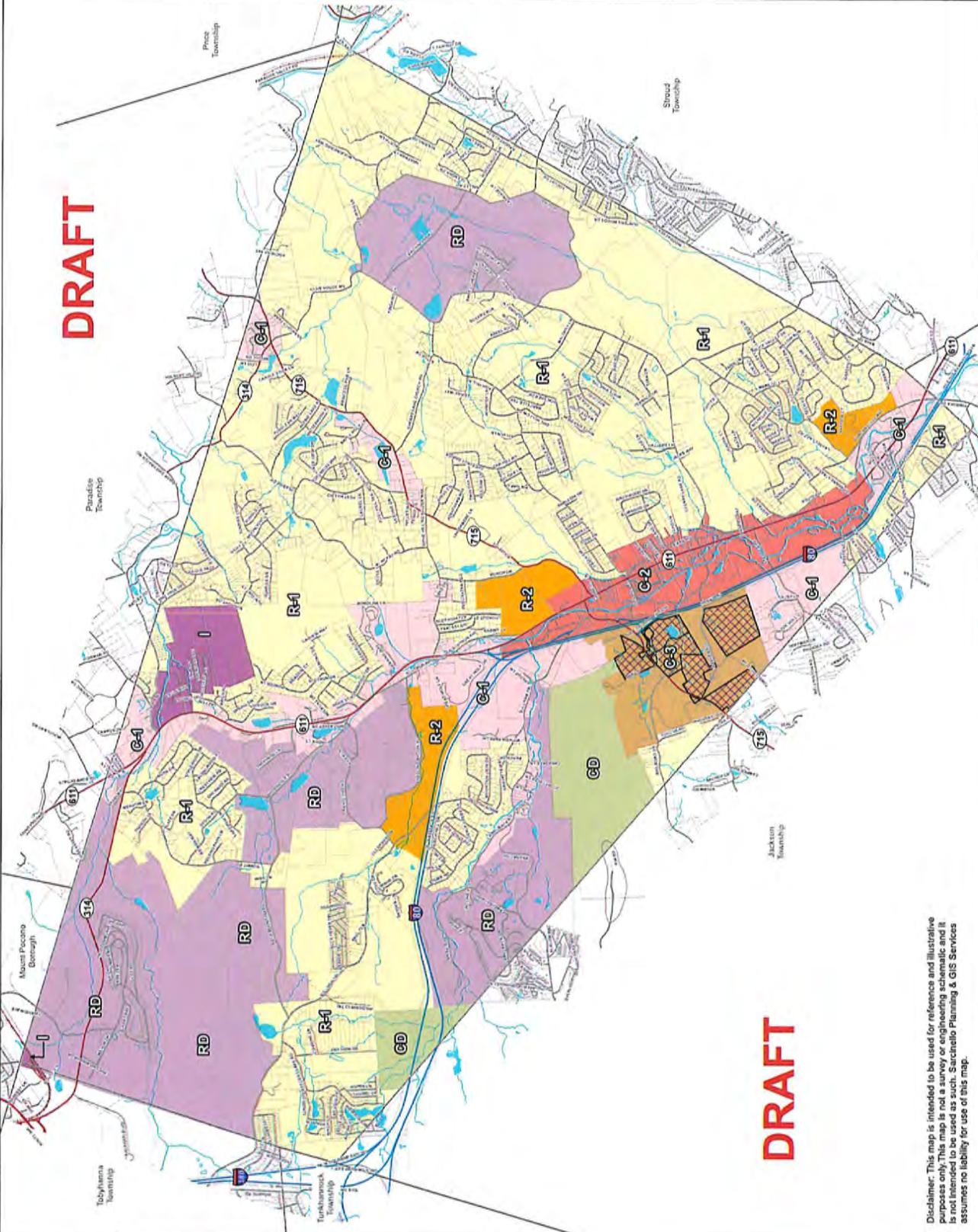


Data Source:  
Monroe County GIS, 2024



DRAFT: May 19, 2025

**DRAFT**



**DRAFT**

Disclaimer: This map is intended to be used for reference and illustrative purposes only. This map is not a survey or engineering schematic and it is not intended to be used as such. Sarcinello Planning & GIS Services assumes no liability for use of this map.

**POCONO TOWNSHIP**  
**MONROE COUNTY, PENNSYLVANIA**

**§470-22.4 DC Data Center Overlay District.**

A. Definitions. Section 470-8 – Definitions, shall be amended by adding the following:

**ARTIST'S RENDERING:** A visual depiction, such as a drawing or digital image, created to represent the proposed design, appearance, and spatial arrangement of a building, structure, or development project. This rendering is utilized for planning and communication purposes to convey the envisioned outcome prior to actual construction or implementation.

**BUFFER YARD:** A designated area situated along the perimeter of a property, composed of natural vegetation, planted landscaping, or a combination thereof, designed to physically and visually obscure, separate, or screen differing uses, features, or zoning districts. Also termed a landscape buffer.

**DATA CENTER:** A building or buildings which are occupied primarily by computers and/or telecommunications and related equipment where digital information is processed, transferred, and/or stored, primarily to and from offsite locations. This use does not include computers or telecommunications-related equipment that is secondary and customarily incidental to an otherwise permitted use on the property, such as servers associated with an office building. This use shall also include cryptocurrency mining, blockchain transaction processing, and server farms. A Data Center may include Data Center Accessory Uses.

**DATA CENTER ACCESSORY USE:** Ancillary uses or structures secondary and incidental to a Data Center use, including but not limited to: administrative, logistical, fiber optic, storage, and security buildings or structures; sources of electrical power such as generators used to provide temporary power when the main source of power is interrupted; electrical substations; utility lines; domestic and non-contact cooling water and wastewater treatment facilities; water holding facilities; pump stations; water towers; environmental controls (air conditioning or cooling towers, fire suppression, and related equipment); security features, provided such data center accessory uses/structures are located on the same tract or assemblage of adjacent parcels developed as a unified development with a Data Center. The use shall not include energy generation systems used or intended to be used to supply power to the Data Center during normal operations.

**ELECTRICAL SUBSTATION:** A facility that converts high-voltage electrical power from the utility grid to lower voltages appropriate for use operations. It includes transformers, circuit breakers, busbars, protective devices, switchgear, and related equipment designed to ensure a stable and efficient power supply, meeting the specific energy requirements of the use.

**FAÇADE:** The exterior walls of a building exposed to public view or that will be viewed by persons not within the building.

**FENESTRATION:** The design, arrangement, and proportion of openings in a building's exterior, including, but not limited to windows, doors, skylights, and curtain walls. These elements contribute to the building's aesthetics, natural light, ventilation, and energy performance, and are subject to specific standards and criteria within the ordinance.

**MAIN ENTRANCE FEATURE:** A prominent architectural element or combination of elements that visually and functionally designates the primary point of access to a building or structure. This feature may include, but is not limited to, doorways, landscaping, signage, vestibules, porticos, canopies, and decorative lighting.

**SENSITIVE RECEPTOR:** Sensitive receptors shall be defined as residential uses, schools, preschools, daycare centers, in-home daycares, long term care facilities, retirement and nursing homes, community centers, places of worship, parks (excluding trails), campgrounds, prisons, and dormitories.

**B. Applicability.**

1. Data centers shall be permitted by Conditional Use in the DC Data Center Overlay District as designated on the DC Data Center Overlay District map.
2. This §470-22.4 applies to any data center proposed after the effective date of this chapter.
3. Any upgrade, modification, or structural change that materially alters the size or placement of an existing data center shall comply with the provisions of this §470-22.4.
4. In the case of a data center use, for any lot or property, or portion thereof, within the DC Overlay District, the regulations of said overlay district shall supersede any regulations of the underlying district which are in conflict with those of this §470-22.4.

**C. Dimensional Standards.**

1. Lot, yard, and height requirements. All lot, yard, and height requirements shall be the same as those within the underlying zoning district, except that where a conflict exists, the requirements of this section §470-22.4 shall apply.
2. The maximum building height for a data center shall be 60 feet, inclusive of roof-mounted equipment such as cooling and ventilation systems, HVAC units, and cooling towers.
3. The maximum height of a data center accessory use shall be no greater than the height of the principal building.
4. Data centers and data center accessory uses shall be set back 200 feet from the boundary of any residential zoning district, an existing residential use, or the lot line of any property developed with a sensitive receptor.

#### D. Aesthetics.

1. Main entrance feature. At least one main entrance feature shall be provided. Such main entrance features shall either project or recess from the main building plane, and/or be differentiated from the remainder of the building façade by a change in building material. Landscaping of the main entrance feature is encouraged.
2. Building Facades and Fenestration.
  - a. Provide evidence of compliance with the standards and criteria for aesthetics which shall also include the submission to the Township of an artist's rendering(s) and must also include elevations. When the use is located adjacent to residential districts or sensitive receptors, the artist's rendering(s) must also depict evidence of compliance with the screening, fencing, and landscape buffer regulations.
  - b. Principal building façades. Principal building façades shall include all building façades that face adjacent public roads, adjacent residential use, or adjacent residentially zoned land. When a building has more than one principal façade, such principal building façades shall be consistent in terms of design, materials, details, and treatment. Principal building façades shall avoid the use of undifferentiated surfaces by including the following design elements use and incorporating at least two of the following design elements every 150 horizontal feet:
    - i. Fenestration (windows) on a minimum of 30% of the principal façade surface area located in separated individual placements or clustered bays and distributed horizontally and vertically across the principal facade;
    - ii. A change in building material, pattern, texture, color, or accent materials;
    - iii. A change in building height;
    - iv. Building step-back. The building envelope shall provide a step-back of no less than 15 feet from the building wall at a height point that begins at the top of the second story of the building or 40 feet, whichever of the two is lower.

#### E. Screening and Fencing.

1. To provide visual screening and reduce noise levels, ground-mounted and roof-mounted equipment used for cooling, ventilating, or otherwise operating the facility, including power generation or other power supply equipment, that is located within 300 feet of a public roadway, residential zoning district, or the lot line of any sensitive receptor(s) must be fully enclosed, except where not mechanically feasible based on the manufacturer's specifications. If it is not mechanically feasible to fully enclose the equipment, it must be fully screened from view using one or more of the following means:
  - a. The landscape buffer and/or use of existing vegetation that will remain on the property as required by subsection F.
  - b. By the principal data center or accessory building.

- c. An earthen berm having a minimum of five (5) feet in height above the adjacent average ground level with a maximum side slope of 3:1, provided that the berm shall be covered by native shrubs and a well-maintained all season natural ground cover. Any required screening plantings shall be arranged on the outside and top of the berm.
  - d. A visually solid fence, screen wall or panel, parapet wall, or other visually solid screen that shall be constructed of materials compatible with those used in the exterior construction of the principal building.
2. Fencing of the property is permitted, provided that fencing along public and private roadways is not chain-link, with or without slatted inserts, and does not include barbed wire or other similarly visibly intrusive deterrence device. An applicant shall not be required to comply with this requirement if fencing is fully screened from view by one or more of the means identified in the landscape buffer section.

F. Landscape Buffer.

1. A landscape buffer (also termed a buffer yard) is required between a data center or data center accessory use and any adjoining residential zoning district, an existing residential use, a sensitive receptor, or a public roadway. The landscape buffer shall comply with the following requirements:
  - a. The landscape buffer shall be at least 100 feet in width and may be part of the minimum setback distance.
  - b. Landscape buffer plantings shall consist of native species planted as follows:
    - i. One (1) large evergreen tree per 25 linear feet of buffer.
    - ii. One (1) deciduous canopy (shade) tree per 75 linear feet of buffer.
    - iii. One ornamental/flowering tree per 50 linear feet of buffer.
    - iv. Five (5) shrubs per 25 linear feet of buffer. Shrubs shall be a combination of evergreen and deciduous species, with a minimum of 50% being evergreen.
  - c. Trees shall comply with the requirements of §390-55G. The use of tree species selected from the List of Acceptable Plants in §390-55H is required.
2. In the event that existing vegetation is partially or fully adequate to meet the intent of the required landscape buffer yard to screen the data center and/or data center accessory use from adjoining residential zoning districts, existing residential uses, sensitive receptors, and public roadways, the Board of Commissioners, upon recommendation by the Township Engineer and Planning Commission, may determine that existing topography and/or vegetation constitutes all or part of the required landscape buffer yard. That area of vegetation shall be clearly specified and shown on all the submitted plats. If the final plat is approved, the Township Engineer and the applicant shall meet on site prior to the

commencement of construction and/or clearing to identify exactly which existing trees meet the criteria, to be credited toward the requirements.

G. Water and Sewer.

1. Water and sewerage facilities shall comply with all other applicable provisions of this Chapter 470, Zoning, Chapter 333, Sewers and Sewage Disposal, Chapter 439, Water, Chapter 390 Subdivision and Land Development, and all other applicable provisions of the Code of Pocono Township and other local, state, and federal regulations.
2. The use of recycled wastewater or other source of non-potable water for cooling and/or other mechanical operations is strongly encouraged.
3. No data center shall be approved unless the applicant demonstrates that the anticipated water supply yield is sufficient for the data center and that the proposed water withdrawals and discharges will not adversely impact the quantity or quality of surface or groundwater waters in the watershed including, but not limited to, neighboring wells.
4. If the use will be served by a public water supply, the applicant shall submit documentation from the public authority certifying that the public authority will supply the water needed.
5. If the use is to rely upon nonpublic sources of water, the applicant shall provide a water feasibility study prepared by a qualified professional. The purpose of the study is to determine if there is an adequate supply of water for the proposed use and to estimate the impact of the use on existing wells, groundwater, and surface waters in the vicinity. No Data Center shall be approved unless the water feasibility study demonstrates that the anticipated water supply yield is adequate for the project and that the proposed water withdrawals and discharges will not endanger or adversely affect the quantity or quality of groundwater supplies or surface waters in the vicinity. The water feasibility study shall include the following information at a minimum:
  - a. The projected water demands of the Data Center;
  - b. The source of water to be used;
  - c. A description of how water will be used, including the amount or proportion of water to be used for each purpose (e.g., cooling, humidity control, fire suppression, and domestic usage);
  - d. The long-term safe yield of the water source;
  - e. A description of the amount or portion of water withdrawn that will be recycled or discharged and by what means;
  - f. A geologic map of the area with a radius of at least one mile from the site;



I. Emergency Management.

1. The applicant shall submit an Emergency Response Plan (ERP) prepared by a qualified professional. The ERP shall:
  - a. Be reviewed and accepted by the local fire department and emergency management services as part of the conditional use and/or land development process;
  - b. Include detailed procedures for fire suppression, containment, ventilation, and evacuation;
  - c. Include an evaluation of the access roads and hydrant locations within the site to ensure suitable access for emergency equipment within the site;
  - d. Ensure that all first responders receive adequate training specific to the installed system;
  - e. Include provisions for annual fire safety inspections demonstrating compliance with fire safety standards to be performed by a qualified professional on behalf of the data center or data center accessory use.
2. Any data center or data center accessory use proposing battery storage or any other device or group of devices capable of storing energy in order to supply electrical energy at a later time, whether the energy is stored for use on-site or off-site, shall demonstrate compliance with National Fire Protection Association (NFPA) Standard 855, Installation of Stationary Energy Storage Systems, or similar standards and must include fire suppression systems designed specifically for battery storage.
3. No data center or data center accessory use shall be approved unless the applicant demonstrates that procedures for fire suppression, containment, ventilation, and evacuation are sufficiently protective of public health, safety, and welfare.
4. There shall be a 24-hour emergency contact signage located conspicuously at the access entrance(s) to the facility. The signage shall include the facility company name, owner/representative name, telephone number, and the local power company's name and telephone number.

J. Noise.

1. The applicant shall demonstrate through a sound study conducted by a professional acoustical expert that the sound generated by a Data Center and/or Data Center Accessory Uses during normal operations shall be limited to a maximum daytime (7:00 a.m. to 8:00 p.m. Monday-Friday) decibel level of 67 dB(A) and a maximum nighttime and weekend (8:00 p.m. to 7:00 a.m. Monday-Friday and all day Saturday and Sunday) decibel level of 57 dB(A) as measured from the property line of the use. Such sound study shall be

conducted using Sound Level Meters described in ANSI S1.4-2104 and generally accepted methodology. A sound study shall be conducted at the following phases:

- a. A preliminary sound mitigation report shall be prepared as part of the Conditional Use process. The report shall include recommended sound reducing materials or systems as needed to meet the aforesaid sound limits.
  - b. An interim report shall be submitted during the building permit approval process based upon the proposed user or users of the Data Center and Data Center Accessory Uses depicted on the building plans. Any sound reducing materials or systems recommended by the interim report shall be incorporated into the construction plans for the use prior to the issuance of the building permit.
  - c. An as-built sound study shall be conducted prior to issuance of the permanent certificate of occupancy. An as-built sound study may also be required thereafter by the Township. If it is determined by the as-built sound study that there is a violation of the aforesaid noise limits, it shall be considered a violation of this Ordinance.
2. Maximum decibel levels specified herein shall not apply during times of power outage, however the sound studies shall also evaluate and report anticipated decibel levels when all emergency power generation equipment is running, including backup generators.
  3. Equipment Testing Times. Generator Testing Adjacent to Residential Zoning Districts or sensitive receptor(s). For any data center and/or data center accessory use located on a parcel adjacent to property with existing residential development, a sensitive receptor, or a residential zoning district, the following standard applies to generator testing:
    - a. Generator testing is limited to between 7:00 a.m. and 5:00 p.m. during all months of the year.
    - b. Except for generator testing or commissioning activities, generator use shall otherwise be limited to backup/emergency use only.

K. Lighting and Heat.

1. Outdoor Lighting and Glare: This use(s) shall comply with the lighting regulations in Chapter 390-56 Lighting.
2. No direct or reflected glare, or measurable heat, from any source shall be perceptible at or beyond the property line of the property on which the use is located.

L. Emissions and Ground Vibrations.

1. The emission of any smoke, odorous gases, other odorous matter, or steam in quantities perceptible at or beyond the property line of the property on which the use is located.

2. Every data center and/or data center accessory use shall be operated so that ground vibration inherently and recurrently generated is not perceptible, without instruments, at any point along the property line of the property on which the use is located.
  3. An as-built vibration study prepared by a qualified professional that demonstrates that no vibration from the data center, data center accessory use(s), or associated equipment will be perceptible to the human sense of feeling beyond the property line shall be conducted prior to issuance of the permanent certificate of occupancy. An as-built vibration study may also be required thereafter by the Township.
- M. Radioactivity. Activities which emit dangerous or harmful radioactivity are prohibited.
- N. Outdoor Storage. Outdoor storage spaces must be located behind a visually solid evergreen tree screen, where the size of large evergreen trees shall be a minimum of six (6) feet in height at the time of planting or a six (6) foot-high solid visual screening fence, such as a wooden fence.
- O. Parking. Parking shall be provided in accordance with 470-34 for a “manufacturing and industrial use” unless the applicant can demonstrate, to the satisfaction of the Board of Commissioners, that a lesser number is adequate for this use.
- P. Decommissioning.
1. For a data center or data center accessory use, it is the facility owner's responsibility that at the end of the project life or active use of the facility as a data center or data center accessory use the site must be restored to a condition that existed prior to the project or the facility altered in a manner that will allow for a beneficial reuse of the property. This would involve the removal of all equipment, structures, containment ponds, etc. that are no longer in use or cannot be reasonably reused.
  2. A decommissioning agreement will be required to be executed between the Township and the facility owner to ensure the requirements within this section are met within twelve (12) months of the date at which the facility ceases to operate as a data center or data center accessory use.

**POCONO TOWNSHIP  
MONROE COUNTY, PENNSYLVANIA**

**ORDINANCE NO. 2026-**

**AN ORDINANCE OF THE TOWNSHIP OF POCONO,  
COUNTY OF MONROE, COMMONWEALTH OF PENNSYLVANIA  
AMENDING THE CODE OF ORDINANCES OF POCONO TOWNSHIP, PART II,  
GENERAL LEGISLATION; ADDING A NEW CHAPTER 290, POLICE SERVICES  
COST RECOVERY; AND REPEALING ALL ORDINANCES OR PARTS OF  
ORDINANCES INCONSISTENT HEREWITH**

*WHEREAS*, in furtherance of the public health, safety and welfare of the residents of the Township of Pocono, Monroe County, Pennsylvania (the "Township"), its Board of Commissioners (the "BOC") desires to amend its code of Ordinances to add Chapter 290 Police Services Cost Recovery; and

*WHEREAS*, the BOC has determined certain private properties require a disproportionate amount of police service in order to maintain order and public peace, to restrain unlawful conduct thereon and to stop public disturbances, such that there are less police personnel and resources available for other locations, emergencies, and duties in the Township; and

*WHEREAS*, Such extraordinary police services at such properties places a disproportionate and unfair burden upon the citizens and taxpayers of the Township;

*WHEREAS*, Owners and/or property managers derive a benefit from such police services; and

*WHEREAS*, Owners and/or property managers have a responsibility to manage their properties to minimize required police services to maintain order and public peace, to restrain unlawful conduct thereon and to stop public disturbances

*NOW, THEREFORE, BE IT ENACTED AND ORDAINED* by the Board of Commissioners of Pocono Township, Monroe County, Pennsylvania and it is hereby *ENACTED AND ORDAINED* by virtue of the power vested in the Board of Commissioners by the First-Class Township Code as follows:

**SECTION I.** The Township of Pocono, Monroe County, Pennsylvania Code Ordinances; Part II, *General Legislation*; is hereby amended by adding the following:

**"Chapter 290 Police Services Cost Recovery**

**§ 290-1. Purpose and intent.**

The BOC finds and determines that:

A. Certain private properties require a disproportionate amount of police service in order to maintain order and public peace, to restrain unlawful conduct thereon and to stop public disturbances, such that there are less police personnel and resources available for other locations, emergencies, and duties in the Township;

B. Such extraordinary police services at such properties places a disproportionate and unfair burden upon the citizens and taxpayers of the Township;

C. Owners and/or property managers derive a benefit from such police services;

D. The owners and/or property managers have a responsibility to manage their properties to minimize required police services to maintain order and public peace, to restrain unlawful conduct thereon and to stop public disturbances;

E. The owners and/or property managers can minimize required police services to maintain order and public peace, to restrain unlawful conduct thereon and to stop public disturbances by diligent and strict management and regulation of their properties; and

F. Assessment of costs as provided in this chapter is not to discourage or suppress requests for police services, but rather to encourage and stimulate diligent and strict management and regulation of private property by its owners and/or property managers.

#### **§ 290-2. Definitions.**

As used in this chapter, the following terms shall have the meanings indicated:

#### **BOC**

The Board of Commissioners of the Township of Pocono, Monroe County, Pennsylvania

#### **GOVERNMENT ENTITY**

Any federal, state or local government or school district or agency or authority created or organized thereby.

#### **OWNER**

The person or persons or corporations and/or corporate officers or other entity, and/or its principals, comprising record owner or owners of any private property.

#### **POLICE**

Pocono Township Police Department

#### **POLICE SERVICE COSTS**

A. An amount fixed by the BOC by resolution, which shall be the aggregate of the following estimated average costs associated with the necessary police services for each response, including use of equipment and administrative costs, required to maintain order and public peace:

(1) Compensation of officers (including wage, wage tax, health insurance, workers' compensation insurance, unemployment insurance and benefits) in relation to the average amount of time required for such police services;

(2) Reasonable administrative costs allocable thereto; and

(3) Costs of the use of and maintenance of police equipment generally required in connection with such police services.

B. Police service costs shall include, in addition to the amount fixed by the BOC, the actual cost of medical treatment to officers and/or costs of repairing or replacing damaged Township equipment or property in connection with a response.

#### **PRIVATE PROPERTY**

Any land or building, including single and multifamily dwellings and commercial and industrial buildings, not owned by a government entity.

#### **PROPERTY MANAGER**

The person or persons or corporations and/or corporate officers or other entity, and/or its principals who have been designated as the property manager by the owner in a writing signed by the owner, and the designee and/or any person or corporation and/or corporate officers or other entity, and/or its principals, who is actually responsible for the management of the property.

#### **PUBLIC DISTURBANCES**

Any party gathering, event, or disturbance involving disorderly conduct as defined by Chapter 55 of Title 18 of the Pennsylvania Consolidated Statutes Annotated or any other Township ordinance.

#### **TOWNSHIP**

The Township of Pocono, Monroe County, Pennsylvania

#### **§ 290-3 Owners and/or property managers required to pay certain police service costs.**

A. Every owner and/or property manager within the Township shall pay to the Township, for deposit to the general fund, police service costs for each response by the Township Police to maintain order and public peace and/or to restrain unlawful conduct thereon and/or to stop public disturbances at such private property for each response by the police in excess of two responses within 30 days.

B. Provided, however, that police services in connection with crimes against residents and/or property by persons not residing or by persons who are not invited guests or otherwise lawful occupants of the private property shall not be considered responses for purposes of this chapter. Provided, further, that police services in connection with spousal abuse or abuse of children shall not be considered responses for purposes of this chapter.

#### **§ 290-4 Notice to owner and/or property manager.**

The Township Chief of Police or other duly authorized agent of the Township shall notify the owner and/or property manager that a response has been made to such property to maintain order or public peace or to stop a public disturbance. Such notice shall be given by regular mail to the last known address of such owner and/or property manager. Provided, however, that an owner and/or property manager shall be required to pay police service costs in accordance with the provisions of this chapter whether or not such notice has been issued or received.

**§ 290-5 Billing.**

Police service costs due in accordance with the provisions of this chapter shall be billed to the owner and/or property manager by the Township Chief of Police or his duly authorized agent and shall be due and payable to Township or their designee within 30 days of such billing.

**§ 290-6 Failure to pay.**

Unpaid police service costs may be collected by civil action by the Township against the owner and/or property manager with responsibility to manage private property and/or may be imposed or assessed against such private property as a municipal claim under the Act of May 16, 1923, P.L. 207, as amended, (53 P.S. § 7101 et seq.). If collection is required either by civil action or by municipal claim, a penalty of 10% and interest at the rate of 10% per annum shall be added and collected as provided by law.”

**SECTION II. REPEALER** All Ordinances or parts of Ordinances which are inconsistent herewith are hereby repealed upon the effective date of this Ordinance.

**SECTION III. SEVERABILITY** If any sentence, clause, section or part of this Ordinance is for any reason found to be unconstitutional, illegal or invalid, such unconstitutionality, illegality or invalidity shall not affect or impair any of the remaining provisions.

**SECTION IV. EFFECTIVE DATE** This Ordinance shall take effect Five (5) days after the date of its enactment.

**ENACTED AND ADOPTED** by the Board of Commissioners this \_\_\_\_ day of \_\_\_\_\_, 2026.

**ATTEST:**

**TOWNSHIP OF POCONO,  
MONROE COUNTY,  
PENNSYLVANIA**

\_\_\_\_\_  
**JERROD BELVIN**  
*Township Manager*

\_\_\_\_\_  
**ELLEN GNANDT**  
*President, Board of Commissioners*



YOUR GOALS. OUR MISSION.

January 28, 2026

Pocono Township Board of Commissioners  
205 Old Mill Road  
Tannersville, PA 18372

**SUBJECT: TURKEY HILL MINIT MARKET, STORE #274  
CONSTRUCTION ESCROW RELEASE NO. 1  
POCONO TOWNSHIP, MONROE COUNTY, PENNSYLVANIA  
PROJECT NO. POCO-R1400**

Dear Commissioners:

Based upon our review of this request and construction inspections to date, we recommend that the Applicant be allowed to reduce their construction escrow by **SEVENTY THOUSAND FOUR HUNDRED SIXTY-FIVE DOLLARS AND THREE CENTS (\$70,465.03)**. A line-item tabulation for this release is attached for your files. Please note, authorization of this release should not be construed as Final Approval or Acceptance of the improvements installed to date.

If you have any questions regarding the attached and/or recommendation, please do not hesitate to call.

Sincerely,

Jon S. Tresslar, P.E., P.L.S.  
Township Engineer

JST/meh

Enclosure

cc: Jerrod Belvin, Manager – Pocono Township  
Leo DeVito, Esquire – Township Solicitor  
Lisa Pereira, Esquire – Broughal & DeVito, LLP  
Megan Fay – EG America  
Matthew Mack, P.E., Ludgate Engineering Corporation  
Amy R. Montgomery, P.E. – T&M Associates  
Melissa E. Hutchison, P.E. – T&M Associates

G:\Projects\POCO\G2601\Correspondence\1830072R\Turkey Hill Escrow Release #1 Cover Letter.docx



No.	ITEM DESCRIPTION	UNIT	QUANTITY	ORIGINAL ESCROW AMOUNT		CURRENT RELEASE		RELEASED TO DATE		REMAINING ESCROW		
				UNIT COST	TOTAL COST	QUANTITY	COST	QUANTITY	COST	QUANTITY	COST	
I	<b>DEMOLITION</b> Demo of curb and paving Light fixtures to be relocated/removed SUBTOTAL ITEM I	LS	1	\$ 2,500.00	\$ 2,500.00	1	\$ 2,500.00	1	\$ 2,500.00	-	\$ -	
		EA	2	\$ 750.00	\$ 1,500.00	2	\$ 1,500.00	2	\$ 1,500.00	-	\$ -	
					\$ 4,000.00				\$ 4,000.00			
II	<b>EROSION &amp; SEDIMENT CONTROLS</b> Rock Construction Entrance 12" Compost Filter Sock Mobilization/Demobilization Inlet Protection Orange Safety Fencing Concrete Washout Area Temporary Stockpile SUBTOTAL ITEM II	EA	1	\$ 2,600.00	\$ 2,600.00	1	\$ 2,600.00	1	\$ 2,600.00	-	\$ -	
		LF	104	\$ 8.50	\$ 884.00	104	\$ 884.00	104	\$ 884.00	-	\$ -	
		LS	1	\$ 3,600.00	\$ 3,600.00	1	\$ 3,600.00	1	\$ 3,600.00	-	\$ -	
		EA	1	\$ 235.00	\$ 235.00	1	\$ 235.00	1	\$ 235.00	-	\$ -	
		LF	240	\$ 2.50	\$ 600.00	240	\$ 600.00	240	\$ 600.00	-	\$ -	
		EA	1	\$ 500.00	\$ 500.00	1	\$ 500.00	1	\$ 500.00	-	\$ -	
		CY	60	\$ 20.00	\$ 1,200.00	60	\$ 1,200.00	60	\$ 1,200.00	-	\$ -	
					\$ 9,619.00				\$ 9,619.00			
III	<b>STORMWATER MANAGEMENT</b> Stone Infiltration Trench Stone Fill, Geotextile, 6" Distribution Pipes) Type M Inlet SUBTOTAL ITEM III	EA	1	\$ 8,000.00	\$ 8,000.00	1	\$ 8,000.00	1	\$ 8,000.00	-	\$ -	
		EA	1	\$ 4,600.00	\$ 4,600.00	1	\$ 4,600.00	1	\$ 4,600.00	-	\$ -	
					\$ 12,600.00				\$ 12,600.00			
IV	<b>SITE IMPROVEMENTS</b> 1.5" Wearing Course 2.5" Binder Course 6" 2A Stone Concrete Curb 6" diameter Concrete Bollards 4" Concrete Sidewalk Sawcut Asphalt On-Site Pavement Markings SUBTOTAL ITEM IV	SY	156	\$ 26.00	\$ 4,368.00	156	\$ 4,368.00	156	\$ 4,368.00	-	\$ -	
		SY	156	\$ 33.75	\$ 5,265.00	156	\$ 5,265.00	156	\$ 5,265.00	-	\$ -	
		SY	156	\$ 22.75	\$ 3,549.00	156	\$ 3,549.00	156	\$ 3,549.00	-	\$ -	
		LF	243	\$ 80.00	\$ 19,440.00	243	\$ 19,440.00	243	\$ 19,440.00	-	\$ -	
		EA	6	\$ 500.00	\$ 3,000.00	6	\$ 3,000.00	6	\$ 3,000.00	-	\$ -	
		SF	330	\$ 16.50	\$ 5,445.00	330	\$ 5,445.00	330	\$ 5,445.00	-	\$ -	
		LF	243	\$ 3.00	\$ 729.00	243	\$ 729.00	243	\$ 729.00	-	\$ -	
		LS	1	\$ 2,000.00	\$ 2,000.00	1	\$ 2,000.00	1	\$ 2,000.00	-	\$ -	
			\$ 43,796.00				\$ 43,796.00					
V	<b>LANDSCAPING</b> Deciduous Tree, 2 1/2" Cal. Shrub, 24"-28" Permanent Topsoil, Seeding, & Mulch SUBTOTAL ITEM V	EA	2	\$ 350.00	\$ 700.00	2	\$ 700.00	2	\$ 700.00	-	\$ -	
		EA	2	\$ 125.00	\$ 250.00	2	\$ 250.00	2	\$ 250.00	-	\$ -	
		LS	1	\$ 1,200.00	\$ 1,200.00	0.75	\$ 900.00	0.75	\$ 900.00	0.25	\$ 300.00	
					\$ 2,150.00				\$ 1,850.00		\$ 300.00	



CONSTRUCTION QUANTITY AND COST ESTIMATE  
 TURKEY HILL MINIT MARKET, STORE #274  
 POCONO TOWNSHIP, MONROE COUNTY, PA

T&M ASSOCIATES PROJECT NO.: POCO-R1400

APPLICATION NO.: 1  
 DATE: 1/23/2026

No.	ITEM DESCRIPTION	UNIT	QUANTITY	ORIGINAL ESCROW AMOUNT		CURRENT RELEASE		RELEASED TO DATE		REMAINING ESCROW COST	
				UNIT COST	TOTAL COST	QUANTITY	COST	QUANTITY	COST	QUANTITY	COST
VI	MISCELLANEOUS										
A	As-Built Survey & Plans	LS	1	2,500.00	\$ 2,500.00		\$ -		\$ -	1	\$ 2,500.00
	SUBTOTAL ITEM VI			\$ 2,500.00	\$ 2,500.00		\$ -		\$ -		\$ 2,500.00
	SUBTOTAL SITE ITEMS I-VI										
	CONTINGENCY (10%)										
				\$ 7,466.50	\$ 7,466.50		\$ -		\$ -		\$ 280.00
	INSPECTION AND ADMINISTRATION (5%)										
				\$ 3,733.25	\$ 3,733.25		\$ -		\$ -		\$ 140.00
	TOTAL REQUIRED FINANCIAL SECURITY										
				\$ 85,864.75	\$ 85,864.75		\$ 71,865.00		\$ 71,865.00		\$ 2,800.00
	Line Item Added										
	Unit Cost Adjusted										
	Quantity Adjusted										
	Unit Cost and Quantity Adjusted										

TOTAL ORIGINAL FINANCIAL SECURITY	\$ 85,864.75
TOTAL VALUE OF WORK CONSTRUCTED TO DATE	\$ 71,865.00
TOTAL VALUE OF WORK REMAINING	\$ 13,999.75
RETAINAGE (10%) <sup>1</sup>	\$ 1,399.98
LESS AMOUNT PREVIOUSLY RELEASED	\$ -
AMOUNT RECOMMENDED FOR RELEASE	\$ 70,465.03
REMAINING FINANCIAL SECURITY (INCLUDING RETAINAGE) <sup>1</sup>	\$ 15,399.73

<sup>1</sup> Per the Municipalities Planning Code, retainage held is 10% of the remaining improvements



# PickUpThePoconos.com

— DO YOUR PART —

## Your Promise to Participate in Pick Up the Poconos

The Pocono Mountains Visitors Bureau invites your community to participate in the **2026 Pick Up the Poconos Spring Clean Up** taking place on **Saturday, April 25, 2026** from 9:30 a.m. to 12:30 p.m. across Carbon, Monroe, Wayne, and Pike counties.

Help beautify the region and be a part of Pocono Mountains Visitors Bureau's anti-littering initiatives, which have resulted in 53,500+ bags of litter being picked up and properly disposed of over the past eight years.

In years past, your municipality/township has participated in the cleanup. If you would like to partner with us again this year, please kindly complete and return this form to [membership@poconos.org](mailto:membership@poconos.org) at your earliest convenience. The deadline to register your community as a clean-up location is Wednesday, February 11, 2026. Please note, in order to participate you must ensure someone from your team is at the cleanup location on Saturday, April 25, 2026.

Once you have submitted this form to the PMVB, we'll ensure your township/municipality is included on the online sign-up form. A member of our team will connect with your contact person closer to the event date to gather any additional information needed. We will then disperse the day-of cleanup location information to the volunteers directly. Additionally, you will be provided with supply kits for your volunteers; these will be delivered to you from the Monroe County Waste Authority or PMVB Staff during the week before the cleanup. The Waste Authority will work with each locality to coordinate a post-event trash pickup. Details will be sent to the email you provide below. Please add [membership@poconos.org](mailto:membership@poconos.org) to your safe senders list.

**Most Pick Up the Poconos volunteers are at least 18 years old; however, more and more youth volunteers are interested in participating every cleanup. Please note below if your location is kid-friendly. If you mark your location as "kid-friendly", we will allow youth volunteers to sign up, with a guardian.**

If you do not wish to participate in the Spring Clean Up and would prefer the PMVB *not* have volunteers sign up to clean your township, please advise Liz Blose as soon as possible. Additionally, if you have any questions or concerns regarding this form or the event, please reach out as soon as possible.

**All schools, organizations, and private groups should contact [membership@poconos.org](mailto:membership@poconos.org) to receive the Pick Up the Poconos Group Signup Form.**

We appreciate your continued support and look forward to working with you!

County: \_\_\_\_\_

Township/Municipality: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Cell Phone # or Direct Line: \_\_\_\_\_ Email: \_\_\_\_\_

April 25<sup>th</sup> Point Person on Site: \_\_\_\_\_

Title: \_\_\_\_\_

Cell Phone # or Direct Line: \_\_\_\_\_ Email: \_\_\_\_\_

**Pocono Mountains Visitors Bureau**

1004 W. Main St. Stroudsburg, PA 18360 | 570-844-2001 | [pocomts@poconos.org](mailto:pocomts@poconos.org) | [PoconoMountains.com](http://PoconoMountains.com)



# PickUpThePoconos.com

— DO YOUR PART —

Location(s) for cleanup (please keep in mind the safety of our volunteers):

---

---

---

Location(s) for Kid-Friendly cleanup (please write NA if you do not have a Kid-Friendly location available):

---

---

---

What we need from you as a partner:

- Ensure someone from your team is at the cleanup location on Saturday, April 25, 2026.
- Complete and return this form to [membership@poconos.org](mailto:membership@poconos.org) by Wednesday, February 11, 2026.
- Share the [Pick Up the Poconos Signup Page](#) with your residents so they can sign up and see all the information regarding this initiative.
- Promote the event.  
*Ideas: share at your monthly meetings, add to your website, include on your social media pages and in newsletters, hang up a flyer, etc.*
- Send in the total amount of trash bags collected to [membership@poconos.org](mailto:membership@poconos.org) by Monday, April 27, 2026.



**Marlyn Kissner**  
*Vice President, Membership and Community Relations*  
*Pocono Mountains Visitors Bureau*  
✉ [mkissner@poconos.org](mailto:mkissner@poconos.org)  
☎ 610.751.4932



**Liz Blöse**  
*Membership Manager*  
*Pocono Mountains Visitors Bureau*  
✉ [eblose@poconos.org](mailto:eblose@poconos.org)  
☎ 570.402.0265

**Pocono Mountains Visitors Bureau**

1004 W. Main St. Stroudsburg, PA 18360 | 570-844-2001 | [pocomts@poconos.org](mailto:pocomts@poconos.org) | [PoconoMountains.com](http://PoconoMountains.com)

**POCONO TOWNSHIP PLAN STATUS**  
02/02/2026

Twp. Ref No.	T&M Proj. No.	LVL Proj. No.	Project Name (acceptance date)	Application Type	Prelim/Final	Review Period Expires	Last PC Mtg	Last BOC Mtg	Latest Comment Letter	Last Meeting Tabled	PC Rec. Approve/Deny	Comments
<b>Sketch Plans</b>												
		1730040R	KenBAR Investment Group (Inactive)	Commercial Land Devt					6/5/2020			
1380		2030118R	2808 RT 0611 Apartments Land Development	Land Devt					8/5/2021			
1402		2230188R	Iroquois Ridge	Major Sub, Land Devt					6/22/2022			
1403		2230189R	Lands of D E & S Properties (Classic Quality Homes)	Major Sub, Land Devt					7/19/2022			
1380		2330219R	Lands of Yuriy Bogutskiy 2812 Rt 0611	Land Devt					5/3/2023			
1417	POCO-R1270	2330228R	Harmony Domes 310 Hallett Road	Land Devt					9/3/2025			Sketch Plan #2 rec'd 8/19/25
1422	POCO-R0619	2430243R	Exclusive Pocono Properties Transient Hotel	Land Devt					1/7/2025			Sketch Plan #2 rec'd 12/10/24
1378	POCO-R0970	-	Incline Village Expansion	Land Devt					11/8/2024			
1436	POCO-R1010	-	437-439 Scotrun Avenue	Land Devt					11/25/2024			
1448	POCO-R1280	-	Pocohanne Point Apartments	Land Devt					8/28/2025			
1452	POCO-R1350	-	TL Realty Corp. Learn Road	Land Devt					10/28/2025			
<b>Final Plans Under Consideration</b>												
<b>Preliminary Plans Under Consideration</b>												
1446	POCO-R1250	-	Members First Federal CU (10/14/25)	Land Devt	Prelim/Final	5/17/2026	4/13/2026	5/4/2026	10/31/2025	1/12/2026		Extension to 5/17 rec'd 1/13
1414	POCO-R0612	2330220R	135 Warner Rd. (Schliers Towing) (2/12/24)	Land Devt	Prelim	3/9/2026	2/9/2026	3/2/2026	2/23/2024	1/12/2026		Denial rec. if no ext. received 6 month extension rec'd 8/5/25
1387	POCO-R1030	2130161R	Alaska Pete's - 173 Camelback Road (4/10/23)	Land Devt	Prelim/Final	12/30/2026	12/14/2026	12/21/2026	4/27/2023	1/12/2026		Extension rec'd 10/14/25

POCONO TOWNSHIP PLAN STATUS

02/02/2026

Tw. Ref No.	T&M Proj. No.	LVL Proj. No.	Project Name (acceptance date)	Application Type	Prelim/Final	Review Period Expires	Last PC Mtg	Last BOC Mtg	Latest Comment Letter	Last Meeting Tabled	PC Rec. Approve/Deny	Comments
Land Development Waiver Applications Under Consideration												

POCONO TOWNSHIP PLAN STATUS

02/02/2026

Twp. Ref No.	T&M Proj. No.	LVL Proj. No.	Project Name (acceptance date)	Application Type	Prelim/Final	Review Period Expires	Last PC Mtg	Last BOC Mtg	Latest Comment Letter	Last Meeting Tabled	PC Rec. Approve/Deny	Comments
<b>Pending BOC Decision</b>												
1441	POCO-R1110	-	Leisure Lake @ the Poconos - 1157 Wiscasset Dr. (2/3/25)	Lot Comb.	Final	2/28/2026	N/A	2/16/2026	3/11/2025		N/A	Extension to 2/28 rec'd 11/12
1445	POCO-R1180	-	Mtn. Edge Village Comm. TH Units 57A-H (4/14/25) Carl E. Slutter Easement Relocation (Hillbilly Ac.) (10/6/25)	Land Devt Rev. to Aprvd Plan	Prelim/Final Final	3/30/2026 4/4/2026	3/9/2026 N/A	3/16/2026 3/16/2026	12/18/2025 12/16/2025		Approve 11/2/26 N/A	Extension to 3/30 rec'd 12/8 90 Day Ext. rec'd 12/9
<b>Special Exceptions, Conditional Use</b>												
<b>Pending Item List for Planning Commission</b>												
<b>Pending Item List for Board of Commissioners</b>												

**POCONO TOWNSHIP PLAN STATUS**  
02/02/2026

Twp. Ref No.	T&M Proj. No.	LVL Proj. No.	Project Name (acceptance date)	Application Type	Prelim/Final	Latest Comment Letter	PC Recommend. Approve/Deny	BOC Approve/Deny	Approved/Expired	6 Mo. to Expiration	3 Mo. to Expiration	Recordation Date	Comments
<b>CONDITIONAL PRELIMINARY APPROVAL</b>													
1373	POCO-R0616	2130141R	CORE S-Warner Road Warehouse (Prelim. Plan) (4/29/21)	Commercial Land Devt	Prelim	1/23/2025	Cond. Preliminary Approval 2/28/22	Cond. Preliminary Approval 3/7/22					
1388		2130146R	Stadden Group-Pocono Creek (9/27/21)(12/26/21)	Commercial Land Devt	Prelim	9/20/2023	Cond. Preliminary Approval 9/11/23	Cond. Preliminary Approval 9/18/23					
1381		2230174R	Westhill Villas (1/24/22)	Land Devt	Prelim/Final	9/7/2023	Cond. Preliminary Approval 9/11/23	Cond. Preliminary Approval 9/18/23					
1425	POCO-R0680		Brookdale Spa (9/9/24)	Land Devt	Preliminary	7/2/2025	Approval Rec. 6/9/25	Approval 7/7/25					
<b>PRD TENTATIVE PLAN APPROVAL</b>													
1388	POCO-R0690	2130154R	The Ridge PRD (Application Rec'd 10/23/23)	PRD	Tentative	Planning Rvw 1/11/23		Tentative Plan Approved 1/16/24					
<b>CONDITIONAL FINAL OR PRELIM/FINAL APPROVAL - NOT RECORDED</b>													
1331			Sanofi Pasteur Discovery Drive Turn Lane (10/24/16)	Commercial Land Devt	Prelim/Final	3/10/2017	Recommended for Approval 3/13/2017	Approved 4/3/2017					
1334		1130264R	Sanofi Pasteur Discovery Drive Turn Widening (12/12/16)	Commercial Land Devt	Prelim/Final	5/5/2017	Recommended for Approval 5/8/2017	Approved 6/5/2017					
1341		1730043R	SAPA Pocos Hospitality	Land Devt	Prelim/Final	7/19/2022		Conditional Approval 12/18/17					
1313		1730051R	Running Lane Hotel Land Devt (8/14/17)	Commercial Land Devt	Rev Prelim/Final	11/11/2025	Recommended for Approval 12/8/25	Approved 12/15/25	12/15/2026	6/15/2026	9/15/2026		
1350	POCO-R0740			Land Devt	Final	9/16/2025	Recommended for Approval 6/9/25	Approved 9/15/25	9/15/2026	3/15/2026	6/15/2026		
1358	POCO-R0730	1630006R1	Tannersville Point Apartments (2023) (8/10/24)	Commercial Land Devt	Prelim/Final	11/7/2019	Recommended for Approval 12/9/2019	Approved 7/20/2020					
1362		1930083R	Sanofi Pasteur Penimeter Protection Phase II (4/22/19)	Commercial Land Devt	Prelim/Final	3/9/2026	Approval Rec. 10/14/25	Approved 11/3/25	11/3/2026	5/3/2026	8/3/2026		
1369	POCO-R0617	2130150R	Cranberry Creek Apartments (7/25/22)	Land Devt	Prelim/Final	10/30/2025	Approval Rec. 11/10/25	Approved 11/17/25	11/17/2026	5/17/2026	8/17/2026		
1373	POCO-R0616	2130141R	CORE S-Warner Road Warehouse (Final Plan) (11/10/25)	Land Devt	Final	8/12/2025	Recommended for approval 6/23/25	Approved 7/7/25	7/7/2026	1/7/2026	4/7/2026		
1372A	POCO-R0621		Camp Lindenmere Dining Hall LD (6/9/25)	Land Devt	Prelim/Final	2/19/2025	Recommended for approval 3/10/25	Approved 4/7/25	4/7/2026	10/7/2025	1/7/2026		Phase A
1375A	POCO-R0624		Swiftwater Solar Amended LD (1/13/25)	Land Devt	Prelim/Final	4/8/2025	Recommended for approval 4/14/25	Approved 4/21/25	4/21/2026	10/21/2025	1/21/2026		Phase B
1375A	POCO-R0624		Swiftwater Solar Amended LD (1/13/25)	Land Devt	Prelim/Final	2/4/2025	Recommended for approval 2/10/25	Approved 2/18/25	2/18/2026	8/18/2025	11/18/2025		Phase C
1375A	POCO-R0624		Swiftwater Solar Amended LD (1/13/25)	Land Devt	Prelim/Final	2/19/2025	Recommended for approval 3/10/25	Approved 4/7/25	4/7/2026	10/7/2025	1/7/2026		Phase D

POCONO TOWNSHIP PLAN STATUS

02/02/2026

Twp. Ref No.	T&M Proj. No.	LVL Proj. No.	Project Name (acceptance date)	Application Type	Prelim/Final	Latest Comment Letter	PC Recommend. Approve/Deny	BOC Approve/Deny	Approval Extension (if any)	6 Mo. to Expiration	3 Mo. to Expiration	Recordation Date	Comments
1383		2130157R	Sanoff Pasteur B-55 VDL2 Loading Dock Addition (8/9/21)	Commercial Land Devt	Prelim/Final	11/16/2021	Conditional Approval 11/22/21	Conditional Approval 12/8/21					
1388	POCO-R0690	2130154R	Phase 1 - The Ridge PRD (10/21/25)	PRD	Final	12/1/2025	N/A	12/16/2025	12/15/2026	6/15/2026	9/15/2026		
1392	N/A	2130169R	3101 Route 611 (Joe Ronco)	Minor Sub	Final	3/23/2022	Conditional Approval 4/11/2022	Conditional Approval 4/18/22					
1398		2230178R	Grossi Major Subdivision (3/28/22)	Major Sub	Prelim/Final	7/10/2023	Conditional Approval 7/10/23	Conditional Approval 11/6/23	Approval Extended to 11/3/2026	5/3/2026	8/3/2026		Extension Received 11/3/25
1401	POCO-R0630	2330223R	611 Land Development - Dual Brand Hotel LD (4/6/24)	Land Devt	Final	6/12/2025	Conditional Approval 3/10/25	Conditional Approval 6/16/25	6/16/2026	12/16/2025	3/16/2026		
1412	POCO-R0620	2330209R	GWL Employee Housing (4/10/23)	Land Devt	Final	8/1/2023	Conditional Approval 7/10/23	Conditional Approval 8/21/23	8/21/2024	2/21/2024	5/21/2024		Project not moving forward per owner
1415	POCO-R0629	2230198R	Erle Development Waiva (10/10/23)	Land Devt	Prelim/Final	8/12/2025	Conditional Approval 4/8/24	Conditional Approval 5/6/24	Approval Extended to 5/6/2026	11/6/2025	2/6/2026		Extension Recd 6/16/25
1423	POCO-R0614	-	Brookside Apartments (5/13/24)	Land Devt	Prelim/Final	10/1/2024	Recommended for approval 11/3/25	Approved 2/18/25	Approval Extended to 2/18/27	8/18/2026	11/18/2026		Extension Recd 1/20/26
1425	POCO-R0680	-	Brookdale Spa (11/10/25)	Land Devt	Final	12/4/2025	Recommended for Approval 12/8/25	Approved 12/15/25	12/15/2026	6/15/2026	9/15/2026		
1430	POCO-R0820	-	Sanoff Building 57 Addition (7/8/24)	Land Devt	Prelim/Final	8/7/2024	Conditional Approval 8/12/24	Approved 9/16/24	9/15/2025	3/16/2025	6/16/2025		
1434	POCO-R0950	-	Gorski Lot Joiner	Lot Comb.	Final	11/22/2024	N/A	Approved 12/16/24	12/16/2025	6/16/2025	9/16/2025		
1437	POCO-R0990	-	MCTA Transit Facility Expansion (12/9/24)	Land Devt	Prelim/Final	6/5/2025	Conditional Approval 6/8/25	Conditional Approval 7/7/25	7/7/2026	1/7/2026	4/7/2026		
1438	POCO-R1040	-	Trap Hotel Event Center (11/3/25)	Land Devt	Prelim/Final	7/28/2025	Conditional Approval 5/12/25	Approved 6/2/25	6/2/2026	12/2/2025	3/2/2026		
1447	POCO-R1240	-	122 & 144 Paweda Hill (7/14/25)	Minor Sub./Consolid.	Final	8/13/2025	Approval 7/14/25	Approved 8/18/25	8/18/2026	2/18/2026	5/18/2026		
1449	POCO-R1250	-	Trapasso Route 611 Hotel - Rev. Final Plan (9/10/25)	Land Devt	Final	11/10/2025	Approval Rec. 11/10/25	Approved 11/17/25	11/17/2026	5/17/2026	8/17/2026		

LAND DEVELOPMENT WAIVER APPROVAL

POCO-R0910	-	-	MTG Investment Properties (3199 Rte. 611)	Waiver		9/16/2024	PC Approval 10/15/24	Approved 10/21/24					
POCO-R0940	-	-	Sanoff 653 Exterior Freezer Replacement	Waiver		10/9/2024	PC Approval 10/15/24	Approved 10/21/24					
POCO-R1000	-	-	Swiftwater Inn/Trap Ent. Pool Equip. End.	Waiver		11/12/2024	PC Approval 11/12/24	Approved 11/18/24					

POCONO TOWNSHIP PLAN STATUS  
02/02/2026

Twp. Ref No.	T&M Proj. No.	LVL Proj. No.	Project Name (acceptance date)	Application Type	Prelim/Final	Latest Comment Letter	PC Recommend. Approved/Deny	BOC Approve/Deny	Approval Expiration	6 Mo. to Expiration	3 Mo. to Expiration	Recordation Date	Comments
<b>LAND DEVELOPMENT WAIVER DENIAL</b>													
			Mountain Villa Resort	Waiver		12/5/2024	PC Denial 12/9/24	Denied 12/16/24					
<b>RECORDED</b>													
1277	POCO-R0627	1330276B	Trapasso Hotel (1/24/22)	Land Devt	Prelim/Final	2/16/2022	Conditional Approval 3/14/22	Conditional Approval 3/21/22				9/20/22	
1287	POCO-R0613	2230194R	Spirit of Swiftwater Ph. II (9/11/23)	Land Devt	Revised Final	6/7/2024	Conditional Approval 5/13/24	Conditional Approval 7/15/24				9/26/2024	
1364		1930090R	Sanofi B-78 Seed Lab (6/10/19)	Commercial Land Devt	Prelim/Final	10/15/2019	Recommended for Approval 9/23/2019	BOC Approved 10/21/2019				9/27/23	
1370		2030105R	Sanofi Pasteur B-85 Solid Waste & Recycling Bldg (06/08/2020)	Industrial Land Devt	Prelim/Final	6/19/2020	Recommended for Approval 6/22/2020	BOC Approved 7/20/2020				2/23/2021	
1372	POCO-R0621	2030104R	Camp Lindemere	Land Devt	Prelim/Final	9/28/2021	Conditional Approval 7/26/21	Conditional Approval 10/18/21				5/16/24	
1374		1930089R	Northridge at Camelback Ph 11-16 (5/10/21)	Residential Land Devt	Prelim	12/13/2021	Conditional Approval Rec 12/13/21	Conditional Approval Rec 12/20/21				6/29/23	
1375	POCO-R0624	2030115R	Swiftwater Solar (06/14/21) (9/12/21)	Commercial Land Devt	Prelim/Final	4/20/2022	Conditional Approval 4/25/22	Conditional Approval 6/6/22				11/16/23	
1377	N/A	2130149R	Eudora Hilliard Minor Subdivision (6/28/21)	Residential Land Devt	Prelim	7/21/2021	Recommended Approval 6/28/21	Conditional Approval 8/2/21				12/21/2022	
1384	N/A	2130152	Barfonsville Ave Pump Station 5 Lot Subdivision	Subdivision	Prelim/Final		Recommended approval 8/9/21	BOC Approved 8/16/21				10/2021	
1385	N/A	2130163R	Vassallo Est. Minor/Lot Consolidation (10/12/21)	Minor Sub	Final	3/23/2022	Conditional Approval 4/11/2022	Conditional Approval 5/2/22				2/6/24	
1390		2130168R	Sanofi Pasteur B83 Cold Storage (11/22/21)	Commercial Land Devt	Prelim/Final	8/16/2022	Conditional Approval 1/23/23	Conditional Approval 2/6/23				8/17/23	
1391		2030114R	Great Wolf Lodge Expansion (6/28/21)	Commercial Land Devt	Prelim	12/13/2021	Conditional Approval Rec 12/13/21	Conditional Approval Rec 12/20/21				3/2022	
1393	POCO-R0625	2230179R	Cherry Lane Devt Partners (Wawa-Tannersville Inn) (8/8/21)	Land Devt	Prelim/Final	12/21/2022	Conditional Approval 1/9/23	Conditional Approval 2/6/23				10/17/23	
1394	N/A	2130173R	Steele's Warehouse Addition (1/10/22)	Commercial Land Devt	Final	3/24/2022	Conditional Approval 3/28/2022	Conditional Approval 4/4/22				8/2022	
1397	N/A	2230176R	Larson Resubdivision of Brookdale Road (2/28/22)	Minor Sub	Final	5/18/2022	Conditional Approval 5/23/2022	Conditional Approval 6/6/22				12/2022	
1399	N/A	2230184R	Coover Minor Subdiv./Lot Line Adjustment (5/9/22)	Minor Sub	Final	10/6/2022	Conditional Approval 10/11/22	Conditional Approval 10/17/22				12/2022	
1400	POCO-R0611	2230185R	Neighborhood Hospital Golden Slipper Rd (Embree) (6/27/22)	Land Devt	Prelim/Final	4/8/2024	Conditional Approval 10/10/23	Conditional Approval 10/18/23				2/12/25	



**POCONO TOWNSHIP PLAN STATUS**  
02/02/2026

Twp. Ref No.	T&M Proj. No.	LVL Proj. No.	Project Name (acceptance date)	Application Type	Prelim/Final	Latest Comment Letter	PC Recommend. Approve/Deny	BOC Approve/Deny	6 Mo. to Expiration	3 Mo. to Expiration	Recordation Date	Comments
<b>DENIED</b>												
1272	N/A	1130255E	Kopelsun Lot 3 Land Devt (08/13/13)	Commercial Land Devt	Prelim	unknown date	Recommended Denial 5/24/21	BOC Rejected 06/21/21				Appealed
	N/A	2030121R	Zitro & Ront Investments	Comm/Res Land Devt	Prelim	1/8/2021	Recommended Denial 5/24/21	BOC Rejected 06/21/21				
1405	N/A	2230152R	Blessing (Munz) Subdivision (8/8/22)	Major Sub	Prelim	8/12/2022	Recommended Denial 10/11/22	BOC Rejected 10/17/22				
<b>WITHDRAWN</b>												
1371		1630006R	Tannersville Point Apartments (10/22/18)	Residential Land Devt	Prelim/Final	2/21/2019	Recommended for Approval 2/25/19					Withdrawn as condition of new development Notification to withdraw appl. rec'd 1/21/2022
1386	N/A	2130150R	Dianora Minor Subdivision (9/27/21)(12/26/21)	Minor Sub	Final	9/16/2021						LD Application Withdrawn 2/12/24
1388	N/A	2130154R	The Ridge (8/8/22)	Land Devt	Prelim/Final	9/26/2022						Application Withdrawn 6/13/25
1401	POCO-R0630	2330223R	611 Land Development - Dual Brand Hotel Subdivision (4/8/24)	Minor Sub	Final	3/6/2025						Application Withdrawn 5/12/23
1406	N/A	2230193R	Core 5 Stadden Road Warehouse (8/8/22)	Land Devt	Prelim	10/6/2022						Application Withdrawn
1411	N/A	2230165R2	1328 Golden Slipper Road Minor Sub (1/9/23)	Minor Sub	Final	1/10/2023						Application Withdrawn
1424	POCO-R0660	-	1124 Sky View Dr. Monopine Tower (4/8/24)	Land Devt	Prelim	8/15/2024						Application Withdrawn 4/30/25
1439	POCO-R1090	-	Summit Road Solar Array (6/9/25)	Land Devt	Prelim	12/6/2025				Denial Rec. 9/10/25		Application Withdrawn 10/1/25
1451	POCO-R1340	-	3172 Rte. 715 - Shanti Dayal (11/10/25)	Land Devt	Final	12/3/2025						Application Withdrawn 1/7/26
1453	POCO-R1360	-	Mt. Villa Resort (406 Cherry Lane Rd.) (11/10/25)	Land Devt	Preliminary	12/8/2025						Application Withdrawn 1/12/26