

**AGENDA**  
**POCONO TOWNSHIP PLANNING COMMISSION**  
**REGULAR MEETING**  
**JANUARY 14<sup>th</sup>, 2019 - 7:00 p.m.**

**CALL TO ORDER** (Followed by the Pledge of Allegiance)

Welcome Bruce Kilby to the Pocono Township Planning Commissioner

**ROLL CALL:**

**PUBLIC COMMENT:**

**CORRESPONDENCE:**

A Time extension was received from Running Lane, LLC until 03/30/2019.  
A Time extension was received from Turkey Hill LDP for 90 days  
(05/10/2019)

**MINUTES:** Minutes of the Pocono Township Planning Commission Meeting -  
12/10/2018.

**NEW PLANS AND SUBMISSIONS FOR PLANNING COMMISSION REVIEW:**

- 1) Running Lane Minor Subdivision/Lot Combination - The Running Lane Hotel - Land Development Plan was recommended for approval at the 07/09/2018 P.C. Mtg. **Deadline for P.C. consideration is 03/11/2019**

**FINAL PLANS UNDER CONSIDERATION:**

1. Turkey Hill Minit Market, Store #274 Prelim/Final LDP - Plans were administratively accepted at the 08/13/2013 P.C. Mtg. Plan fees paid. Township Engineer's review letter #2 dated 10/18/2018 was received. Plan was tabled at the 12/10/2018 P.C. Mtg. **Deadline for P.C. consideration is 01/28/2019.**
2. Tannersville Point Apartments Final LDP - Plan fees paid. Township's Engineer's review letters #1 for the Lot Improvement and Prelim/Final dated 11/06/2018 were received. Plan was accepted at the 10/09/2018 P.C. Mtg. Plan was tabled at the 12/10/2018 P.C. Mtg. **Deadline for P.C. consideration is 02/24/2019.**

**PRELIMINARY PLANS UNDER CONSIDERATION:**

1. Sheldon Kopelson Commercial Development (Lot 3) - Plans were administratively accepted at the 8/13/2013 P.C. Mtg. The configuration of the minor subdivision is dependent on the Rt. 715 realignment. Tabled at the 12/10/2018 P.C. Mtg. A resubmission has not occurred. **Deadline for P.C. consideration extended to 12/09/2019.**
2. Spa Castle Land Development - Land Development on Birchwood Road. The plans were administratively accepted at the 12/14/2015 P.C. Mtg. Tabled at the 12/10/2018 P.C. Mtg. Time extension requested until 10/20/2018. **Deadline for P.C. consideration is 09/23/2019. DEP letter dated 12/10/2018 - terminating the NPDES permit was received.**

SKETCH PLANS:

PRESENTATION OF SPECIAL EXCEPTIONS, CONDITIONAL USE, ET AL, APPLICATIONS:

UNFINISHED BUSINESS:

ZONING HEARING BOARD SCHEDULE:

NEW BUSINESS:

COMMENTS BY AUDIENCE:

ADJOURNMENT:

POCONO TOWNSHIP PLAN STATUS

Project Name (Acceptance Date)	Application Type	Prelim/Final	Review Period Expires	Last PC Mtg	Last BOC Mtg	Latest Comment Letter	Last Meeting Tabled	PC Recommendation Approve/Deny	BOC Approved/Rejected
Kopelson Lot 3 Land Development (8/13/13)	Commercial Land Dev	Prelim	06/31/2019**	6/10/2019	6/17/2019	unknown date	12/10/2018	Update by Developer required before 06/31/2018	
Spa Castle Land Development (Prelim) (12/14/15)	Commercial Land Dev	Prelim	10/7/2019	9/23/2019	10/7/2019	Planning Rev 9/9/16 Technical Rev 11/9/16	12/10/2018		
Pocono Logistics (03/26/2018)	Land Dev	Prelim/Final	12/4/2018		12/3/2018	10/4/2018		Recommended for Approval 10/09/2018	Condt'l approval 11/05/2018
Running Lane Minor Sub (08/14/2017)	SUB							LDP FINAL Recommended for Approval 07/09/2018 - Minor Sub not recommended	
Turkey Hill Mini Mart (08/13/2018)	Land Dev	Final	3/30/2019	3/11/2019	3/18/2019				
Tannersville Point Apartments Final (10/09/2018)	Land Dev	Prelim/Final	5/10/2019	4/22/2019	5/6/2019	8/23/2018	12/10/2018		
Ardent Mills Grain Storage (10/22/2018)	Land Dev	Final	3/7/2019	2/24/2019	3/4/2019	11/6/2018	12/10/2018		
Trap RT. 611 Project Revised Final (12/05/2018)	Land Dev	Prelim/Final	1/20/2019		1/7/2019	11/8/2018		Recommended for Approval 11/13/2018	Condt'l approval 12/03/2018
	Land Dev	Final	3/5/2019	2/25/2019	6/4/2019	12/6/2018		Recommended for approval 12/10/2018	Condt'l approval 1/07/2019

\*\* Time extension approved for 6 months from 12/31/2019

1/9/2019

**POCONO TOWNSHIP PLANNING COMMISSION  
REGULAR MEETING**

**DECEMBER 10<sup>th</sup>, 2018 - 7:00 p.m.**

The Pocono Township Planning Commission Regular meeting was held on December 10<sup>th</sup>, 2018 at the Pocono Township Municipal Building, Tannersville, PA and opened by Chairman Ronald Swink at 7:00 p.m., followed by the Pledge of Allegiance.

**MOMENT OF SILENCE:**

In Memory of Michael Tripus, Pocono Township Code Official and Zoning Officer.

**ROLL CALL:** Ron Swink, present; Scott Gilliland, present; Marie Guidry, present; Dennis Purcell, present; Keith Meeker, present; Jeremy Sawicki, absent; and Chad Kilby, present. The Board welcomed Keith Meeker to the Planning Commission Board.

**IN ATTENDANCE:**

Lisa Pereira, Twp. Solicitor, Broughal & DeVito; DonnaASURE, Twp. Manager; and Pamela Tripus, Twp. Secretary.

**PUBLIC COMMENT:**

**CORRESPONDENCE:**

A 60-day time extension for Tannersville Point Luxury Apartments was received 11/27/2018.

**MINUTES:** S. Gilliland made a motion, seconded by D. Purcell, to approve the 11/13/2018 Planning Commission meeting minutes. Roll call vote: R. Swink, yes; S. Gilliland, yes; M. Guidry, yes; C. Kilby, yes; D. Purcell, yes; J. Sawicki, yes; and K. Meeker, abstained. Motion carried.

**NEW PLANS AND SUBMISSIONS FOR PLANNING COMMISSION REVIEW:**

Trap Enterprises Route 611 Project Revised Final Plan - Plan fees paid. Township Engineer's completeness review dated 11/20/2018 and Review letter #1 dated 12/06/2018 were received. Chad Lello, Pennoni Engineering, and Vincent Trapasso, owner, represented the plan. The plan was previously approved but has been revised due to changes in the detention basin and removal of the emergency access due to the location of the sewer force main. V. Trapasso explained the emergency access as at the request of a previous Supervisor. Tresslar, Twp. Engineer, explained the current Ordinance does not require emergency access. Discussion followed. S. Gilliland made a motion, seconded by J. Sawicki, to accept the Trap Enterprises Route 611 Project Revised Final Plan and recommend the Board of Commissioners approve the plan conditioned upon the comments of the Twp. Engineer's letter dated 12/06/2018 are addressed. All in favor. Motion carried.

Vincent Trapasso invited the Board to visit the Brookdale project.

**FINAL PLANS UNDER CONSIDERATION:**

Turkey Hill Minit Market, Store #274 Prelim/Final LDP - Plans were administratively accepted at the 08/13/2013 P.C. Mtg. Plan fees paid. Township Engineer's review letter #2 dated 10/18/2018 was received. Plan was tabled at the 10/09/2018 P.C. Mtg. **Deadline for P.C. consideration is 01/28/2019.** Mathew Mack, Ludwig Engineering Corporation, represented the plan and explained the project is to allow beer sales on site. He noted the radius of the turning lane has been improved to allow better vehicle flow. S. Gilliland questioned the egress out to 611 and the truck parking in the line in site. M. Mack noted they are speaking to representatives of Steeles to discuss the truck parking. Discussion followed on parking. M. Mack noted his concern that the sidewalk would cross over into the 'pork chop' section of Weis's entrance and without improvements to the opposite side of Rt. 611, he was concerned with the safety of a sidewalk. Discussion followed on the creation of a master plan for Rt. 611 sidewalks, requirements for traffic signals and crossings, and funding for street lights and sidewalks. M. Mack requested a deferral until the master sidewalk plan is developed and would offer fee in lieu to sidewalk improvements. Discussion followed on future PennDOT plans for Rt. 611. C. Kilby spoke in favor of installation of sidewalks. S. Gilliland noted unless a project comes in, the Township cannot ask for improvements on the site, but by submitting a plan, site improvements can be requested. M. Mack noted he would put the deferral notice on the plan until such time the Master plan and PennDot approval is received. R. Swink questioned if the PennDOT HOP was approved. M. Mack provide the letter from PennDOT noting they had no concerns. J. Sawicki made a motion, seconded by S. Gilliland, to table the Tannersville Point Apartments Final LDP. All in favor. Motion carried.

Tannersville Point Apartments Final LDP - Plan fees paid. Township's Engineer's review letters #1 for the Lot Improvement and Prelim/Final dated 11/06/2018 were received. Plan was accepted at the 10/09/2018 P.C. Mtg. **A 60-day Time extension was received 11/13/2019. Deadline for P.C. consideration is 02/24/2019.** J. Sawicki made a motion, seconded by S. Gilliland, to table the Tannersville Point Apartments Final LDP. All in favor. Motion carried.

**PRELIMINARY PLANS UNDER CONSIDERATION:**

Sheldon Kopelson Commercial Development (Lot 3) - Plans were administratively accepted at the 8/13/2013 P.C. Mtg. The configuration of the minor subdivision is dependent on the Rt. 715 realignment. Tabled at the 10/09/2018 P.C. Mtg. A resubmission has not occurred. **Deadline for P.C. consideration extended to 12/09/2019.** D. Purcell made a motion, seconded by J. Sawicki, to table the Sheldon Kopelson Commercial Development (Lot 3. All in favor. Motion carried.

Spa Castle Land Development - Land Development on Birchwood Road. The plans were administratively accepted at the 12/14/2015 P.C. Mtg. Tabled at the 10/09/2018 P.C. Mtg. Time extension requested until 10/20/2018. **Deadline for P.C. consideration is 09/23/2019.** J. Sawicki made a motion, seconded by S. Gilliland, to table the Spa Castle Land Development Plan. All in favor. Motion carried.

**SKETCH PLANS:**

**PRESENTATION OF SPECIAL EXCEPTIONS, CONDITIONAL USE, ET AL, APPLICATIONS:**

Katz Forestry Permit. P. Tripus explained the project was previously approved but there was a change in logging companies.

J. Sawicki made a motion, seconded by D. Purcell, to recommend approval of the Katz Forestry Permit to the Zoning Officer. All in favor. Motion carried.

**UNFINISHED BUSINESS:**

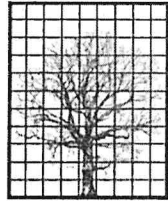
**ZONING HEARING BOARD SCHEDULE:**

**NEW BUSINESS:** Chad Kilby noted he is resigning from the Planning Commission due to being appointed Commissioner.

**COMMENTS BY AUDIENCE:**

**ADJOURNMENT:**

M. Guidry made a motion, seconded by D. Purcell, to adjourn the meeting at 8:00 p.m. All in favor. Motion carried.



**LUDGATE  
ENGINEERING  
CORPORATION**

January 9, 2019

Pamela Tripus  
Township Secretary  
Pocono Township  
112 Township Dr.  
Tannersville PA 18372

RE: Turkey Hill: 2837 Route 611 (Store 274) Land Development Plan  
90- Day Extension Letter

Dear Ms. Tripus:

According to our records, the above mentioned plan will require a time extension approval as the current period is due to expire.

We have addressed most of the comments and are working to resolve the remaining comment regarding parking.

We hereby agree to grant a 90-day extension of the review period.

If you should have any questions, please feel free to call.

Thank You.

LUDGATE ENGINEERING CORPORATION

Matthew J. Mack, PE

**CIVIL ENGINEERS & LAND SURVEYORS**

10 VANGUARD DRIVE, SUITE 90 | READING, PENNSYLVANIA 19606

P: 610.404.7330 | F: 610.404.7371 | WWW.LUDGATE-ENG.COM

EXTENSION OF TIME PURSUANT TO SECTION 508(3) OF THE PENNSYLVANIA  
MUNICIPALITIES PLANNING CODE

TO: Board of Commissioners Planning Commission  
Pocono Township Municipal Building Pocono Township Municipal Building  
P.O. Box 197 P.O. Box 197  
Tannersville, PA 18372 Tannersville, PA 18372

FROM: Running Lane, LLC  
Preliminary/Final Land Development & Subdivision Plan

Pursuant to Section 508(3) of the Pennsylvania Municipalities Planning Code, 53 P.S. 10508(3), the undersigned authorized representative and engineer for the applicant hereby agrees to an extension of time for decision by the Pocono Township Planning Commission and the Pocono Township Board of Commissioners concerning the approval of the subdivision and/or land development plan entitled:

Running Lane, Preliminary/Final Land Devel & Subdivision Plan

This extension shall be valid to and including March 30, 2019. If an agent, the undersigned verifies that this extension agreement is executed with the authorization of the applicant.



(Signature)

Charles H. Niclaus, P.E.  
(Print Name)

Dated: 1/4/19





**Boucher & James, Inc.**  
CONSULTING ENGINEERS

AN EMPLOYEE OWNED COMPANY

INNOVATIVE ENGINEERING

Fountainville Professional Building  
1456 Ferry Road, Building 500  
Doylestown, PA 18901  
215-345-9400  
Fax 215-345-9401

2756 Rimrock Drive  
Stroudsburg, PA 18360  
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Mailing:  
P.O. Box 699  
Bartonsville, PA 18321

559 Main Street, Suite 230  
Bethlehem, PA 18018  
610-419-9407  
Fax 610-419-9408

[www.bjengineers.com](http://www.bjengineers.com)

January 10, 2019

Pocono Township Planning Commission  
112 Township Drive  
P.O. Box 197  
Tannersville, PA 18372

**SUBJECT: RUNNING LANE, LLC MINOR SUBDIVISION/LOT COMBINATION PLAN  
REVIEW NO. 2  
POCONO TOWNSHIP, MONROE COUNTY, PENNSYLVANIA  
PROJECT NO. 1730051R**

Dear Planning Commission Members:

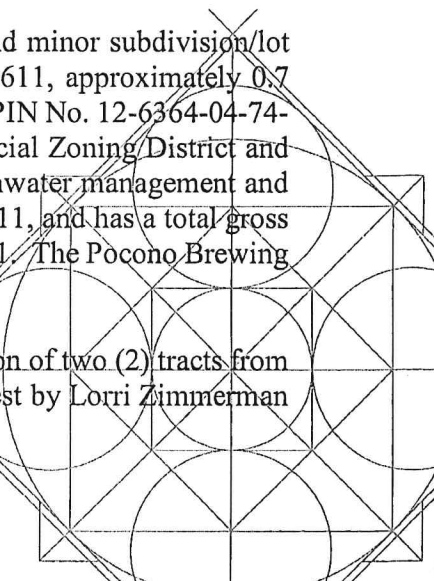
Pursuant to the Township's request, we have completed our second review of the Minor Subdivision/Lot Combination Plan Application for Running Lane, LLC. The submitted information consists of the following items.

- Response letter dated December 20, 2018.
- Appendix G, Request for Modification from Section 404.1.D and 405.1.C.
- Appendix G, Request for Modification from Section 404.2.V.
- Appendix G, Request for Modification from Section 404.2.X.
- Property Deed – Deed Book 2357, Page 9296.
- Property Deed – Deed Book 2210, Page 8365.
- Running Lane, LLC Minor Subdivision/Lot Combination Plan prepared by Bue-Morris Associates, LLC, dated June 2017, revised December 20, 2018.

### **BACKGROUND INFORMATION**

The Applicant, Running Lane, LLC, is proposing a land development and minor subdivision/lot combination on an existing property located along State Route (S.R.) 0611, approximately 0.7 miles south of the intersection with Lower Swiftwater Road (S.R. 0314) (PIN No. 12-6364-04-74-4153). The existing property (Tract 1) is located within the C, Commercial Zoning District and consists of the Pocono Brewing Company with associated parking, stormwater management and on-lot water and sewer services. The existing property is split by S.R. 0611, and has a total gross area of 5.47 acres, with 0.507 acres located on the eastern side of S.R. 0611. The Pocono Brewing Company is located on the remaining western portion of the property.

The proposed Minor Subdivision/Lot Combination includes the subdivision of two (2) tracts from the existing 21.9 acre property split by S.R. 0611 and owned in half interest by Lorri Zimmerman



and Jeffrey T. Butz, Executors of Butz Estate, and Robert Miller and Marilyn Butz. Tract 2 is located on the western side of S.R. 0611 and is proposed to have a gross area of 0.366 acres, including 0.199 acres of the S.R. 0611 Right-of-Way, creating a net area of 0.167 acres. Tract 3 is located on the western side of S.R. 0611 and is proposed to have a gross area of 0.877 acres, including 0.496 acres of the S.R. 0611 Right-of-Way and 0.175 acres of the Wiscasset Road Right-of-Way, creating a net area of 0.206 acres. Tracts 2 and 3 will be conveyed to and combined with Tract 1 to create a 6.713 acre property (5.023 acres net). The remaining Butz/Miller property will have a proposed area of 19.30 acres and will be entirely located on the eastern side of S.R. 0611.

If this Minor Subdivision/Lot Combination Plan is approved, it will require the vacation of Wiscasset Avenue, a Township road. Wiscasset Avenue currently accesses S.R. 0611 from two (2) points. Vacation of Wiscasset Avenue will eliminate one (1) access to S.R. 0611, resulting in a dead-end street.

The proposed land development will occur on proposed Tract 1 and will be located on the western side of S.R. 0611. The development will consist of a 4-story, 90 room hotel. The Pocono Brewing Company will remain, and the existing parking area is proposed to be expanded. An underground stormwater management system is also proposed and the site will be serviced by public water and sewer.

A Land Development Plan has been submitted concurrently. A separate Land Development Plan review will be provided.

As discussed above, the proposed Minor Subdivision and Lot Combination proposes to subdivide two (2) tracts from an existing property and combine them with a second existing property. Our review includes both Minor Subdivision Plan and Lot Line Adjustment Plan requirements in accordance with Article II, and Sections 404 and 405 of the Subdivision and Land Development Ordinance.

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

#### **ZONING ORDINANCE COMMENTS**

1. Comment satisfied.
2. Comment satisfied.
3. Comment satisfied.
4. Comment satisfied.
5. Comment satisfied.

**SUBDIVISION AND LAND DEVELOPMENT ORDINANCE COMMENTS.**

6. In accordance with Section 305.1.6.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”. *The plan indicates submission was made to the Monroe County Planning Commission on August 10, 2015. Evidence of this submission and/or future submissions to the Monroe County Planning Commission must be provided. (Previous Comment) Evidence of submission to the Monroe County Planning Commission must be provided.*
  
7. In accordance with Sections 404.1.D and 405.1.C, “the survey shall not have an error of closure greater than one (1) in ten thousand (10,000) feet and shall include a boundary closure report”. *A boundary closure report has been provided for Tract 1 and indicates the proposed consolidated property closes as required. However, the property lines running east and west measure shorter than what is dimensioned on the plan, and shall be addressed. A boundary closure report shall also be provided for the remaining Butz/Miller property. In addition, there are slight discrepancies between the boundary closure report for Tract 1 and the plan. The following property lines as shown on the plan must be revised.*
  - a. *Bearing S50°41'37"E, Length 470.54-feet.*
  - b. *Bearing S40°14'41"W, Length 112.81-feet.*

*(Previous Comment) The bearings and distances listed on the plan for proposed Tract 1 are now consistent with the lot closure report. Waivers are requested from Sections 404.1.D and 405.1.C to relieve the applicant from providing a lot closure report for proposed Tract 6 (Butz/Miller) property. The request states that the boundary survey was performed by Borton Lawson and not the current engineer. A reference to the survey plan is provided on the Minor Subdivision/Lot Combination Plan.*

*The property deed for Tract 6 and a closure report for the land proposed to be subdivided from Tract 6 are provided. Therefore, we have no objection to this request.*

8. Comment satisfied.
9. Comment satisfied.
10. Comment satisfied.
  
11. In accordance with Section 404.2.V, the plan must include “existing or proposed contour lines at an interval of not greater than twenty (20) feet as superimposed from the latest U.S.G.S. quadrangle or from a field survey. A minimum of two contour lines are required to show direction and amount of slope.” *Existing contours must be provided on the plan. (Previous Comment) A waiver from Section 404.2.V is requested. No development is proposed; therefore we have no objection to this request.*

12. In accordance with Section 404.2.X, the plan must include “the location and extent of various soil types by NRCS classification for each type”. *The existing soils must be shown on the plan. (Previous Comment) A waiver from Section 404.2.X is requested. No development is proposed; therefore we have no objection to this request.*
13. Comment satisfied.
14. Comment satisfied.
15. In accordance with Section 404.2.CC, the plan must include “signature blocks for the Township Engineer and Monroe County Planning Commission”. *A signature block for the Township Engineer must be provided on the plan. (Previous Comment) The Township Engineer signature block shall be revised to correctly spell the Township Engineer’s last name.*
16. Comment satisfied.
17. Comment satisfied.
18. In accordance with Section 607.B, “in general, all roads shall be continuous and in alignment with existing roads and shall compose a convenient system to ensure circulation of vehicular and pedestrian traffic, with the exception that local roads shall be laid out, including the use of loops roads and cul-de-sacs, so that their use by through traffic will be discouraged”. *Note 2 indicates the plan approval is contingent upon Wiscasset Avenue being vacated. Wiscasset Avenue is a Township road and provides access to several existing properties from two (2) points along S.R. 0611, one (1) being across the Pocono Brewing Company property (Tract 1). The Pocono Brewing Company currently utilizes the Right-of-Way for access to its property and for parking.*

*The plan proposes to vacate the Wiscasset Avenue Right-of-Way located for 436-feet ±, along the front of the Pocono Brewing Company property (Tract 1).*

*Vacating this portion of the Right-of-Way will eliminate access across the Pocono Brewing Company property and to S.R. 0611. Therefore, one (1) access to and from S.R. 0611 will remain and will create a dead-end street. Circulation of passenger and emergency vehicles travelling along proposed Wiscasset Avenue is a concern and must be addressed. (Previous Comment) Upon review of plans prepared for the roadway construction along S.R. 0611, vacating this portion of Wiscasset Avenue will not create a dead end street. Documents related to the vacation of Wiscasset Avenue have been received and found acceptable. Upon approval of the vacation by the Board of Commissioners this comment will be satisfied.*

#### MISCELLANEOUS COMMENTS

19. Comment satisfied.
20. Comment satisfied.

21. Comment satisfied.

In order to facilitate an efficient re-review of revised plans, the Design Engineer should provide a letter addressing, item by item, their action in response to each of our comments.

We recommend the above comments be addressed to the satisfaction of Pocono Township prior to approval of the proposed minor subdivision and lot combination.

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

Sincerely,

Handwritten signature of Jon S. Tresslar in cursive, with the initials "msb" written below it.

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

JST/mep/msb

- cc: Donna Asure – Township Manager  
Pam Tripus – Township Secretary  
Leo DeVito, Esquire – Township Solicitor  
Lisa Pereira, Broughal & DeVito, LLP  
Silvio Vitiello, Running Lane, LLC – Property Owner/Applicant  
Lorri Zimmerman & Jeffrey T. Butz, Executors of Butz Estate – Property Owners  
Robert Miller & Marilyn Butz – Property Owners  
Sarah J. Bue-Morris, P.E., Bue-Morris Associates, Inc. – Applicant's Engineer  
George Fetch, Jr., P.L.S. – Applicant's Surveyor  
Melissa E. Prugar, P.E. – Boucher & James, Inc.

DEC 20 '18 PM 1:54



**Bue-Morris Associates, Inc.**  
CIVIL ENGINEERS AND PLANNERS

275 South Sterling Road • P.O. Box 201 • Newfoundland, PA 18445-0201 • T: (570) 676-5473 • F: (570) 676-5473 • www.buemorris.com

**Letter of Transmittal**

To: Pocono Township	Date: December 20, 2018	Job No.: MO-DE-1801
Pocono Township Municipal Building	Attention: Pam Tripus	
P.O. Box 197	Re: Running Lane, LLC Minor Subdivision/Lot Combination	
Tannersville, PA 18372	Pocono Township, Monroe County, PA	

WE ARE SENDING YOU:  Enclosed  Under Separate Cover Via \_\_\_\_\_ the Following:

Shop Drawings  Prints  Plans  Samples  Specifications

Copy of Letter  Change Order

COPIES	DATE	NO.	DESCRIPTION
3	12/20/2018	1	24"x 36" Plan sets, 1 Electronic e-mailed
7	12/20/2018	1	11" X 17" Plan sets
10	12/20/2018	4	BMA Response Letter
3	12/19/2018	10	Running Lane Closure Calculations from Brian Courtright, PLS
10	12/19/2018	3	Requests for 3 Modifications for the Minor Subdivision Plan
3	NA	15	2 Deeds for Miller/Butz/Zimmerman Properties
3	7/14/2017	1	Transmittal Letter to Monroe County Planning Commission

THESE ARE TRANSMITTED as checked below:

- For Approval  Approved As Submitted  Resubmit  Copies For Approval
- For Your Use  Approved As Noted  Submit  Copies For Distribution
- As Requested  Returned For Corrections  Return  Corrected Prints
- For Review & Comment  Prints Returned After Loan To Us  For Bids Due

REMARKS: Note that the set of everything for the Township Engineer is packaged separately.

COPY TO: Running Lane, Jon Tresslar, PE w/Encl

SIGNED: Sarah J. Bue-Morris

**DRAWINGS AND DESIGNS ON PLANS ARE THE PROPERTY OF  
BUE-MORRIS ASSOCIATES INC.  
USE OF THESE PLANS IS LIMITED TO CONTRACTUAL RIGHTS  
OF THE CLIENT AND ALL OTHER USE IS PROHIBITED**



**Bue-Morris Associates, Inc.**  
**CIVIL ENGINEERS AND PLANNERS**

275 South Sterling Road • P.O. Box 201 • Newfoundland, PA 18445-0201 • T: (570) 676-5473 • F: (570) 676-5473 •  
[www.buemorris.com](http://www.buemorris.com)

December 20, 2018

Pocono Township Planning Commission  
 112 Township Drive  
 P.O. Box 197  
 Tannersville, PA 18372

**RE: Running Lane, LLC - Minor Subdivision/Lot Combination Plan Response Letter**

Dear Commission Members:

This letter is in response to the review letter addressed to Pocono Township Planning Commission for the Minor Subdivision/Lot Combination Plan Application for Running Lane, LLC from Jon Tresslar, Township Engineer, dated August 10, 2017. Note that the Land Development Plan has received conditional approval previously. Further, it is proposed that Wiscasset Avenue be vacated adjacent to this property, PennDOT is moving the access in order that it will be at a 90 degree angle to SR 611. We have revised the plans and the submittal documents in the following manner:

**ZONING ORDINANCE COMMENTS**

1. Site Data Note 3 lists the existing and proposed lot areas for Tract 1. The existing and proposed lot areas of the Butz/Miller property must also be listed. **Response: This information is in Notes 3 and 4.**  
  
 The permitted and proposed lot areas are listed in square feet, and the existing lot area is listed in acres. Site Data Note 3 shall be revised for consistency, i.e. all lot areas shall be listed in acres. In addition, the existing and proposed lot areas listed in Site Data Note 3 are inconsistent with those listed in Site Data Note 2 and those shown in plan view, and must be revised. The minimum lot area listed in Site Data Note 3 must be the net lot areas as described in Article II. **Response: The notes are now all in acres and the net area is also listed.**
2. In accordance with Section 405.C.1.c, the maximum permitted impervious coverage is 80% for other uses. This requirement must be listed for all existing and proposed lots. **Response: This has been added to Note 5.**
3. Site Data Note 3 lists the existing front yard depth as 45-feet, however it appears the existing front yard is less than 45-feet. The plan must provide a dimension in support of the existing front yard depth and Site Data Note 3 should be revised accordingly. The front yard depth is an existing non-conformity which will not be affected by the proposed minor subdivision and lot combination. **Response: The existing restaurant is 45 feet from the SR 611 right-of-way and this dimension has been added to the plan. We have added the dimension because it is difficult to determine what is part of the building and what is paved sidewalk.**
4. No development is proposed with this minor subdivision and lot combination, and no existing lot lines are changed that would affect the side yard width or rear yard depth. Therefore, Site Data Note 3 must be revised to indicate the proposed side and rear yards are equal to the existing. **Response: We have corrected the proposed side and rear yard information for the restaurant as we are not proposing to reduce any of the yard requirements from those required.**
5. A proposed building height is listed in Site Data Note 3; however, no building is proposed with this



minor subdivision and lot combination. Site Data Note 3 must be revised. **Response: The proposed building height has been removed.**

**SUBDIVISION AND LAND DEVELOPMENT ORDINANCE COMMENTS.**

6. The plan indicates submission was made to the Monroe County Planning Commission on August 10, 2015. Evidence of this submission and/or future submissions to the Monroe County Planning Commission must be provided. **Response: The only proof of submittal that could be found was the transmittal letter, which is dated July 14, 2017 (a copy is enclosed). Therefore the date has been modified accordingly.**
7. A boundary closure report has been provided for Tract 1 and indicates the proposed consolidated property closes as required. However, the property lines running east and west measure shorter than what is dimensioned on the plan, and shall be addressed. A boundary closure report shall also be provided for the remaining Butz/Miller property. In addition, there are slight discrepancies between the boundary closure report for Tract 1 and the plan. The following property lines as shown on the plan must be revised. **Response: The property lines have been modified by Brian Courtright, PLS for Tract 1 and a new closure report has been generated. The plans have been modified. We are requesting a waiver from provision of the Butz/Miller property closure calculations.**
8. The areas of right-of-way in the Tract 2 and Tract 3 notes in plan view are inconsistent with those listed in Site Data Note 2. In addition, it appears the right-of-way was removed from the proposed area shown in plan view for the remaining Butz/Miller property. This area is inconsistent with that listed in Site Data Note 2. The plan must be revised accordingly. **Response: Brian Courtright, PLS has revised the property boundaries and several of the areas have been modified. We believe that all of the areas now are consistent.**
9. The existing structures and other site features must be labeled on the plan. **Response: The existing structures and site features are now labeled.**
10. The pavement width for Wiscasset Avenue must be dimensioned on the plan. In addition, the source of the "previous" and "new" S.R. 0611 Rights-of-Way must be identified on the plan. **Response: The width of Wiscasset Avenue has been added by the Edge of Pavement note. Note 11 has been added to identify the source of the rights-of-way width for S.R. 0611.**
11. Existing contours must be provided on the plan. **Response: The existing contours are on a plan to be recorded with the Land Development Plan. Therefore, we will be requesting a waiver from this requirement as the plan is already hard to read.**
12. The existing soils must be shown on the plan. **Response: We will be requesting a waiver based on providing these on the Land Development Plan and the subdivision plan being hard to read.**
13. Two (2) intersecting streets shall be provided on the Location Map to better locate the site. **Response: Brookdale Road, Discovery Drive, and State Route 611 have been added to the Location Map.**
14. A signature block for the Township Planning Commission must be provided on the plan. **Response: The signature block has been added to the plan.**
15. A signature block for the Township Engineer must be provided on the plan. **Response: The signature block for the Township Engineer has been added to the plan.**
16. A Certificate of Ownership and Acknowledgement of the Plan for each property owner involved in this minor subdivision and lot combination must be provided on the plan. **Response: The**





**Bue-Morris Associates, Inc.**  
CIVIL ENGINEERS AND PLANNERS

Project Name: Running Lane Minor Subdivision  
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**Certification of Ownership for the Zimmerman, Butz, Miller property has been added to the plan.**

17. Restrictive Covenants 1 and 2 require drainage and utility easements along property lines and street rights-of-way. Utility easements are required per Section 607.11; however, drainage easements are no longer required along the property lines and street rights-of-way and may be removed from the plan. **Response: Covenant #1 has been deleted regarding the drainage easements and the new Covenant #1 requires that a utility easement will be provided along the street right-of-way.**
18. Note 2 indicates the plan approval is contingent upon Wiscasset Avenue being vacated. Wiscasset Avenue is a Township road and provides access to several existing properties from two (2) points along S.R. 0611, one (1) being across the Pocono Brewing Company property (Tract 1). The Pocono Brewing Company currently utilizes the Right-of-Way for access to its property and for parking. The plan proposes to vacate the Wiscasset Avenue Right-of-Way located for 436-feet ±, along the front of the Pocono Brewing Company property (Tract 1).

Vacating this portion of the Right-of-Way will eliminate access across the Pocono Brewing Company property and to S.R. 0611. Therefore, one (1) access to and from S.R. 0611 will remain and will create a dead-end street. Circulation of passenger and emergency vehicles travelling along proposed Wiscasset Avenue is a concern and must be addressed. **Response: Benchmark Engineers is providing the HOP plans that show PennDOT is moving the access to Wiscasset Avenue so that it is 90 degrees to S.R. 0611.**

**MISCELLANEOUS COMMENTS**

19. It appears the Tract 2 Detail should be re-labeled to reference Tract 6. **Response: The label has been corrected to Tract 6.**
20. The applicable zoning data for the existing and remaining Butz/Miller property shall also be listed in Site Data Note 3. **Response: The required zoning data has been added.**
21. The property deed(s) for the Butz/Miller property shall also be submitted. **Response: The deeds for the Butz/Miller property are enclosed.**

Included herewith are 10 copies of the revised plans (3 full size sets and 7 - 11" x 17" sets) and other required information for review and approval. We believe we have adequately addressed all of your comments. Please contact me if you have questions or need additional information.

Sincerely,

Sarah Bue-Morris, P.E.

SBM/klk

- cc: Donna Asure – Township Manager  
Pam Tripus – Township Secretary  
Leo DeVito, Esquire – Township Solicitor  
Lisa Pereira, Broughal & DeVito, LLP  
Silvio Vitiello, Running Lane, LLC – Property Owner/Applicant  
Jeffrey T. Butz, Executors of Butz Estate – Property Owners  
Robert Miller & Marilyn Butz – Property Owners



**Bue-Morris Associates, Inc.**  
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Charles H. Niclaus, P.E., Niclaus Engineering Corporation – Applicant’s Engineer  
Brian Courtright, P.L.S. – Applicant’s Surveyor  
Melissa E. Prugar, P.E. – Boucher & James, Inc.

Enclosures:

- Transmittal Letter to Monroe County Planning Commission
- New closure calculations
- Request for modification for closure calculations for the Butz/Miller property
- Request for modification for provision of the existing contours
- Request for modification for provision of the soils
- Two (2) property deeds for the Butz/Miller properties

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December 19, 2018

## APPENDIX G

### REQUEST FOR MODIFICATION

**Name of Applicant:** Running Lane, LLC

**Name of Subdivision or Land Development:** Running Lane, LLC Minor Subdivision – Lot Combination Plan

**Section of Subdivision and Land Development Ordinance:** Section 404.2.X, the location and extent of various soil types

**Justification for Relief:** The Plan contains a great deal of information and showing the soil types would make it harder to read. Further, the soil types are shown on the Proposed Hotel Land Development Plan on Sheet 2, the Existing Resources & Site Analysis Plan; Sheets 4A through 4C, the E&SPC Plans; Sheet 5, the Grading Plan; Sheet 6, PCSM Plan; and the Pre and Post-Development Drainage Plans.

**Is the hardship self-imposed?** \_\_\_ Yes \_\_\_ **X** No

**Is the hardship related to financial issues?** \_\_\_ Yes \_\_\_ **X** No

**Will relief from the referenced section of the Subdivision and Land Development Ordinance alter the intent of the Ordinance?**

Yes \_\_\_ No \_\_\_ **X** **Explain:** The total package of the Minor Subdivision and the Land Development Plan contain this information.

See Township Engineer's Comment #12 for the Minor Subdivision / Lot Combination Plan

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## APPENDIX G

### REQUEST FOR MODIFICATION

**Name of Applicant:** Running Lane, LLC

**Name of Subdivision or Land Development:** Running Lane, LLC Minor Subdivision – Lot Combination Plan

**Section of Subdivision and Land Development Ordinance:** Section 404.1.D and 405.1.C, including a boundary closure report for the Butz/Miller property

**Justification for Relief:** The survey for the Butz/Miller property was performed by Borton Lawson by a survey with project no. 2004-1626-00 with a last revision date of 03/20/05 and not by Ni Claus Engineering or Bue-Morris Associates.

**Is the hardship self-imposed?** \_\_\_ Yes \_\_\_ X No

**Is the hardship related to financial issues?** \_\_\_ Yes \_\_\_ X No

**Will relief from the referenced section of the Subdivision and Land Development Ordinance alter the intent of the Ordinance?**

Yes \_\_\_ No \_\_\_ X **Explain:** The property to be owned by Running Lane does close and the calculations are enclosed. We did not survey the Butz/Miller property – that was performed in 2005 by Borton Lawson.

See Township Engineer's Comment #7 for the Minor Subdivision / Lot Combination Plan

December 19, 2018

## APPENDIX G

### REQUEST FOR MODIFICATION

**Name of Applicant:** Running Lane, LLC

**Name of Subdivision or Land Development:** Running Lane, LLC Minor Subdivision – Lot Combination Plan

**Section of Subdivision and Land Development Ordinance:** Section 404.2.V, existing or proposed contour lines

**Justification for Relief:** The Plan contains a great deal of information and showing the contour lines would make it harder to read. Further, the existing and proposed contours are shown on Proposed Hotel Land Development Plan

**Is the hardship self-imposed?** \_\_\_ Yes \_\_\_ X No

**Is the hardship related to financial issues?** \_\_\_ Yes \_\_\_ X No

**Will relief from the referenced section of the Subdivision and Land Development Ordinance alter the intent of the Ordinance?**

Yes \_\_\_ No X **Explain:** The total package of the Minor Subdivision and the Land Development Plan contain this information.

See Township Engineer's Comment #11 for the Minor Subdivision / Lot Combination Plan