

**AGENDA**  
**POCONO TOWNSHIP PLANNING COMMISSION**  
**REGULAR MEETING**  
**JANUARY 8, 2018 - 7:00 p.m.**

**A. CALL TO ORDER (followed by the Pledge of Allegiance)**

**B. ROLL CALL**

**C. NOTIFICATIONS OF COMMENTS**

**D. CORRESPONDENCE:**

- 1) Time extension request from Running Lane, LLC for Running Lane, Preliminary/Final Land Development & Subdivision Plan until 04/23/2018.
- 2) Time extension request from Durney & Worthington, LLC for Brookdale Enterprises, LLC and Vincent J. & Charlie Lynn Trapasso Final Minor Subdivision Plan until 01/31/2018.
- 3) Received correspondence on 01/03/2018 from Township Engineer for Birchwood Resort Project Kick-Off Meeting Minutes.
- 4) Received correspondence on 01/05/2018 from Monroe County Conservation District for Homes of the Poconos, LLC.

**E. MINUTES:** Minutes of the Pocono Township Planning Commission Meeting - 12/11/2017

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

**G. FINAL PLANS UNDER CONSIDERATION:**

- 1) Auto Sales Lot for Homes of the Poconos, LLC - Plans were administratively accepted at the 10/23/2017 P.C. Mtg. Plan fees have been paid. The original plan received preliminary approval ten years ago as an Auto Sales Lot. At the 12/11/2017 P.C. Mtg., plans were accepted as a final set of plans under the SALDO existing at the time the Preliminary Plan was approved. Deadline for P.C. consideration is 01/15/2018.
- 2) Minor Subdivision Lands of Brookdale Enterprises LLC and Lands of Vincent & Charlie Lynn Trapasso - Plans were administratively accepted at the 10/23/2017 P.C. Mtg. Plan fees have been paid. Review No. 2 was distributed 12/19/2017. Time extension requested until 01/31/2018. Deadline for P.C. consideration is 01/15/2018. Revised plans were received 12/5/2017.

**H. 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 12/11/2017 P.C. Mtg. A resubmission has not occurred. Deadline for P.C. consideration extended to 06/11/2018.
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 12/11/2017 P.C. Mtg. Time extension requested until 10/20/2018. Deadline for P.C. consideration is 10/08/2018.
3. Running Lane Land Development Plan and Minor Subdivision/Lot Combination Plan - The plans were administratively accepted at the 08/14/2017 P.C. Mtg. Plans were tabled at the 11/28/2017 P.C. Mtg. Time extension requested until 04/23/2018. Deadline for P.C. consideration is extended to 04/9/2018.

**SKETCH PLANS:**

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

**ORDINANCE:**

**UNFINISHED BUSINESS:**

**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
Homes of the Poconos (10/23/2017)	Land Dev	Final	1/21/2018	1/8/2018	1/15/2018	11/10/2017	11/28/2017	Consider HOP plans as final under SALDO	
Minor Subdivision Brookdale Minor (Trapasso) (10/23/2017)	Minor Sub	Final	1/31/2018	1/15/2018	1/22/2018	12/19/2018	11/28/2017		
Kopelson Lot 3 Land Development (8/13/13)	Commercial Land Dev	Prelim	6/30/2018	6/11/2018	6/18/2018	unknown date	12/11/2018		
Spa Castle Land Development (Prelim) (12/14/15)	Commercial Land Dev	Prelim	10/20/2018	10/8/2018	10/15/2018	Planning Rev 9/9/16 Technical Rev 11/9/16	12/11/2018		
Day Star Holiness Bible Church (2/13/17)	Land Dev	Prelim	12/4/2017	11/27/2017	12/4/2017	9/8/2017	9/25/2017	Developer requested to be removed	
Running Lane LDP (8/14/17) *Submitted one application	Land Dev	Prelim	4/23/2018	4/9/2018	4/16/2018	12/14/2018	11/28/2017		
Running Lane LDP (8/14/17)	Lot Combo	Prelim	4/23/2018	4/9/2018	4/16/2018	12/14/2018	11/28/2017		

POCONO TOWNSHIP PLANNING COMMISSION  
REGULAR MEETING MINUTES  
DECEMBER 11, 2017  
7:00 p.m.

pg. 1

The Pocono Township Planning Commission Regular Meeting was held on December 11, 2017 at the Pocono Township Municipal Building, Tannersville, PA, and opened by Chairman Ron Swink at 7:00 p.m. followed by the Pledge of Allegiance.

**ROLL CALL:** Dennis Purcell, present; Robert DeYoung, present; Scott Gilliland, present; Ron Swink, present; Marie Guidry, present; and Jeremy Sawicki, present. Lisa Pereira, Solicitor; Jon Tresslar, Engineer; and Michael Tripus, Zoning Officer, were present.

**NOTIFICATION OF COMMENTS:** None

**CORRESPONDENCE:** None

**MINUTES:** Scott Gilliland made a motion, seconded by Marie Guidry, to approve the minutes of 11/28/2017. All in favor.  
Motion Carried.

**NEW PLANS AND SUBMISSIONS:** None

**FINAL PLANS UNDER CONSIDERATION:**

1. Auto Sales Lot for Homes of the Poconos, LLC - Plans were administratively accepted at the 10/23/2017 P.C. Mtg. Plan fees have been paid. The original plan received preliminary approval ten years ago as an Auto Sales Lot. Deadline for P.C. consideration is 01/15/2018.

Homes of the Poconos' Attorney, Bill Cramer, and owners Keith and Debbi Halterman, represented the plan. Discussion followed on Township Engineer's 10/11/2017 Review letter, the property being in a flood plain, finishing open items, and moving forward with the new owners.

Pam Tripus, Township Assistant Secretary, indicated there have been multiple owners.

Mike Tripus, Zoning Officer, indicated plans were received for the interior alterations and repairs, and the permit is ready to be issued. The sewer connection plans and applications have been received and processed.

POCONO TOWNSHIP PLANNING COMMISSION  
REGULAR MEETING MINUTES  
DECEMBER 11, 2017  
7:00 p.m.

pg. 2

Jeremy Sawicki made a motion, seconded by Bob DeYoung, to have the Planning Commission consider the Homes of the Poconos plans as a final set of plans under the SALDO existing at the time the Preliminary Plan was approved. All in favor. Motion Carried.

2. Minor Subdivision Lands of Brookdale Enterprises LLC and Lands of Vincent & Charlie Lynn Trapasso-Plans were administratively accepted at the 10/23/2017 P.C. Mtg. Plan fees have been paid. Tabled at the 11/28/2017 P.C. Mtg. Deadline for P.C. consideration is 01/15/2018. Revised plans were received 12/05/2017.

Marie Guidry made a motion, seconded by Dennis Purcell, to deny for failure to comply with the Township Engineer's Review Letter dated 11/10/2017 unless a time extension is granted by the developer through the end of January 2018. All in favor. Motion Carried.

**PRELIMINARY PLANS UNDER CONSIDERATION:**

1. Sheldon Kopelson, Commercial Development (Lot 3) - Plans were administratively accepted at the 08/13/2013 P.C. Mtg. The configuration of the minor subdivision is dependent on the Rt. 715 realignment. Tabled at the 11/28/2017 P.C. Mtg. A resubmission has not occurred. Deadline for P.C. consideration extended to 06/11/2018.

Jeremy Sawicki made a motion, seconded by Scott Gilliland, to table Sheldon Kopelson, Commercial Development (Lot 3). All in favor. Motion Carried

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 11/28/2017 P.C. Mtg. Time extension requested until 10/20/2018. Deadline for P.C. consideration is 10/08/2018.

Jeremy Sawicki made a motion, seconded by Bob DeYoung, to table Spa Castle Land Development. All in favor. Motion Carried.

The Township Engineer will be attending a meeting on behalf of the Township on 12/18/2017 at 10:00 a.m. at the DEP Northeast

POCONO TOWNSHIP PLANNING COMMISSION  
REGULAR MEETING MINUTES  
DECEMBER 11, 2017  
7:00 p.m.

pg. 3

Regional Office in Wilkes Barre to discuss the Spa Castle Land Development project. The Township Engineer will summarize this meeting and inform the Commissioners before the next P.C. meeting. Discussion followed.

3. Running Lane Land Development Plan and Minor Subdivision / Lot Combination Plan - The plans were administratively accepted at the 08/14/2017 P.C. Mtg. Plans were tabled at the 11/28/2017 P.C. Mtg. Time extension requested until 01/23/2018. Deadline for P.C. consideration is 01/08/2018.

Scott Gilliland made a motion, seconded by Jeremy Sawicki, to deny for failure to comply with the Township Engineer's Review Letter dated 08/25/2017 unless a time extension is granted by the developer through the end of January 2018. All in favor. Motion Carried.

**SKETCH PLANS:** None

**PRESENTATION OF VARIANCE, SPECIAL EXCEPTIONS, CONDITIONAL USE, ET AL, APPLICATIONS:** None

**ORDINANCE:** None

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:** Next P.C. meeting is Tuesday, December 26, 2017.

Jeremy Sawicki made a motion, seconded by Marie Guidry, to cancel the Tuesday, December 26, 2017 P.C. Mtg. All in favor. Motion Carried.

**COMMENTS BY AUDIENCE:** None

**ADJOURNMENT:**

Dennis Purcell made a motion, seconded by Marie Guidry, to adjourn the meeting at 7:40 p.m. until 01/08/2018 at 7:00 p.m. All in favor. Motion Carried.

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

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

Planning Commission  
Pocono Township Municipal Building  
P.O. Box 197  
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 April 23, 2018. 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: 12/14/17



2937 ROUTE 611  
SUITE 8, MERCHANTS PLAZA  
P.O. Box 536  
TANNERSVILLE, PA 18372-0536

TEL: (570) 620-0320  
FAX: (570) 620-0390  
[www.dwlawllc.com](http://www.dwlawllc.com)

JEFFREY A. DURNEY  
GEOFFREY S. WORTHINGTON  
HILLARY A. MADDEN

December 18, 2017

**VIA ELECTRONIC MAIL AND HAND DELIVERY**

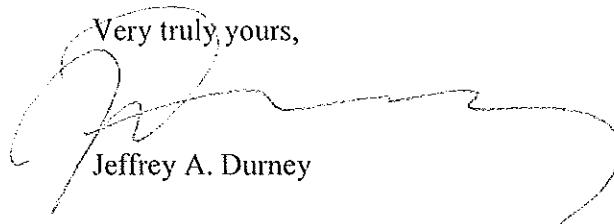
Pocono Township Board of Commissioners  
Attn: Donna Asure, Township Manager  
P.O. Box 137  
Tannersville, PA 18372

Re: Brookdale Enterprises, LLC and Vincent J. & Charlie Lynn Trapasso Final  
Minor Subdivision Plan – Extension of Time

Dear Donna:

Per your request, please be advised that the Applicants, Brookdale Enterprises, LLC and Vincent J. Trapasso and Charlie Lynn Trapasso, hereby grant a time extension through January 31, 2018 with respect to the consideration of the above-referenced Minor Subdivision Plan.

If you have any questions or need anything further, please let me know. Thank you.

Very truly yours,  
  
Jeffrey A. Durney

cc: Pam Tripus (via electronic mail)

# Memo

**To:** Pocono Township Planning Commission  
**From:** Jon S. Tresslar, P.E. – Boucher & James, Inc.  
**Subject:** Birchwood Resort Project Kick-Off Meeting Minutes  
**Date:** January 3, 2018

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The following is an overview of the discussion that occurred during the Birchwood Resort Project Kick-Off Meeting held at the Pennsylvania Department of Environmental Protection's (PADEP) Wilkes-Barre office on Monday, December 18, 2017.

Included with this memorandum is a meeting agenda prepared by Borton-Lawson and a PADEP Meeting Log listing the meeting's attendees.

## Project Layout & Overview

The resort layout has changed significantly, and the 270 hotel suites, 180 villas, and waterpark are no longer proposed. The existing buildings on the southeastern side of Birchwood Road will be renovated and utilized as a spa, maintenance building, restaurant, gaming area, welcome center, and employee housing. Additional employee housing will also be located on the northern portion of the site in two (2) other existing buildings.

The proposed development will now include the observatory on the existing lake (previously proposed), twenty-seven (27) existing renovated cottages (21 renovated cottages were previously proposed), and 240 new two-story cottage units with a new loop road. The resort will be a closed facility and its amenities will be available to guests only.

Borton-Lawson indicated a demolition permit was issued by Pocono Township for the decommissioning of the existing on-site waste water treatment plant.

## Water and Sewer Services

The four (4) existing on-site wells will be abandoned, and water is anticipated to be provided to the project via two (2) to three (3) new wells. Fire protection storage will also be provided on site.

An on-lot drip irrigation sewage system is proposed, and a stream discharge may be provided (i.e., seasonal discharges). It was indicated that soil testing needs to be performed and a design is not yet completed.

Sewage flows will be reduced by half of what was previously proposed and are anticipated to be 125,000 gallons per day. The Delaware River Basin Commission (DRBC) questioned whether



Boucher & James, Inc.

Pocono Township Planning Commission  
January 3, 2018

Pocono Township would now entertain connection to the public sewer system due to the decreased sewage flows. Regardless of the reduced sewage flows, the project is not located within the Township's Act 537 Planning Area.

Discussion ensued between the Applicant, PADEP, and DRBC regarding regulations and permitting including a Public Water Supply Permit and Sewage Planning.

**Chapter 105**

A Joint Permit will be required to include wetland crossings of existing roadways and utilities, two (2) new road crossings (at existing stream crossings), renovation of the existing cottages, pond dredging, and reconstruction of the existing dams/spillways.

There was discussion regarding the Township required roadway widening along Birchwood Road. The Applicant will seek a waiver due to the impacts to existing wetlands and the proximity to the existing lake created by the required widening.

Discussion ensued between the Applicant, PADEP, and the Army Corps of Engineers (ACOE) regarding buffer off-set areas, regulations, and permitting.

The PADEP Department of Dam and Safety should be contacted to discuss the requirements for the reconstruction of the existing dams/spillways.

The ACOE noted that a raised trail over an existing wetland, repaving through wetlands, and dredging utilizing the hydraulic method are not regulated activities.

**Chapter 102 and Stormwater Management**

The site has a shallow limiting zone, therefore a combination of infiltration areas, rain gardens, and permeable pavement are proposed. Irrigation reuse may also be considered.

**Concluding Comments**

The Monroe County Planning Commission mentioned the space between the newly proposed two-story cottages, and suggested the Applicant adhere to any Township requirements.

Boucher & James, Inc. indicated the Township should be kept current on all applications to and approvals from outside agencies. Borton-Lawson anticipates a submission will be made to the Township in January 2018. Following the meeting we notified the Design Engineer that due to the significant plan changes our office will recommend a new plan submission be made to the Township



**RE:** C. Castle LLC,  
Spa Castle Grand Pocono Resort  
2014-1182-01

**DATE OF MEETING:** December 18, 2017- 10:00 a.m.

**LOCATION:** PADEP Wilkes-Barre

**MEETING ORGANIZER:** PADEP/Borton-Lawson

Items to be discussed:

1. Agencies/companies invited to meeting – introductions (sign-in sheet included for contact info)
  - PA DEP, Northeast Regional Office
  - Monroe County Conservation District
  - Monroe County Planning
  - U.S. Army Corps of Engineers
  - Delaware River Basin Commission
  - Pocono Township
  - Borton-Lawson Engineering
  - C. Castle, LLC.
2. References
  - Previous resort layout
  - Revised Master Plan of site development
  - Existing impervious/proposed impervious overlay with Existing Resources
  - Sewage calculations
3. Overview of site.
  - Project consists of the development of a Closed Resort with approximately 240 new cottage units, 27 renovated cottages, Welcome Center/Banquet room, Spa, Restaurant, Market, Game/Play Room, Island Observatory, Outdoor sledding/theater, Maintenance Building, and employee housing.
  - The parcel is approximately 292 acres.
  - Site consists of wetlands, streams, lakes/ponds, existing buildings and pavement.
  - Water will be supplied via onsite wells.
  - Sewage disposal will most likely be a combination of drip irrigation and stream discharge.
4. Permits:
  - WWTP Decommissioning – Demo permit from Pocono Township
  - Individual NPDES Permit.
  - Joint Permit – Stream/Wetland crossings for roads and utilities, pond dredging, docks on lake, rehab of existing buildings.
  - Environmental Clearances
    - i. PNDI clearances – 10/20/2016
    - 1. Bog Turtle Survey

Bethlehem  
Pittsburgh  
State College  
Wilkes-Barre

WILKES-BARRE  
613 Baltimore Drive  
Suite 300  
Wilkes-Barre, PA 18702

Voice: 570.821.1999  
Fax: 570.821.1990

- 2. Indiana Bat mist-net survey
- 3. Species of Special Concern
- ii. PHMC – archaeological study performed
- iii. Wetland Delineation – JD – 10/2014
- Erosion and Sediment Pollution Control Plans
- Public Water Supply Permit
- Sewage Planning
- NPDES Individual Permit to Discharge Sewage for Minor Effluent for Minor Sewage Facilities
- Water Quality Management Permit
- DRBC Dockets (Water and Sewer)
- Environmental – Phase 1 ESA, Asbestos performed
- 5. Permitting timelines
- 6. Items to be addressed
  - NPDES Permit
    - i. Stream/lake buffers per NPDES, wetland buffers per Act 167 and NPDES requirements
    - ii. Buffer waivers/exceptions – activities allowed within buffers
    - iii. Offsetting areas
    - iv. Removal of existing pavement – i.e. runway
    - v. Approximate disturbed area of 40 acres
  - Joint Permit
    - i. Proposed crossings (existing roads/utility crossings), Two newly constructed road crossings (at existing stream crossings), rehab of cottages, docks, pond dredging and reconstruction of dam/spillway
    - ii. Birchwood Road widening – township requirement
    - iii. Chapter 105 crossings – buffer make-up (offsetting areas)
  - PWS Permit
    - i. Discuss application requirements for onsite wells, storage, treatment and distribution.
  - Sewage Planning
    - i. Previous request to connect to public sewer denied by Pocono Township.
    - ii. Discuss requirements pertaining to alternatives analysis and Sewage Planning in general.
    - iii.
  - WQM Permit
    - i. It is anticipated that drip irrigation will be utilized to the extent possible (dependent on testing).
    - ii. WWTP may be required to treat remainder of flow.
    - iii. Discuss application requirements assuming a combination of onsite and point source discharge disposal methods.
  - DRBC Dockets
    - i. Discuss application requirements for water and sewer.

Meeting minutes will be provided by Borton-Lawson and forwarded to all attendees. We would like to thank everyone for their attendance with this meeting.

Pocono Air Park  
Preliminary Wastewater Generation Summary

DRAFT

Calculation by: DMW  
Last updated: 12/15/2017

Unit Type	Quantity	Flow (GPD)		Flow Data Source	Notes
		Per Unit	Total		
Renovated Cottage (A-Area)	6	260	1,560	PWS Manual for Apartment (65 gpcd)	Can accommodate 4 guests per unit <sup>3</sup>
Renovated Cottage (C-Area)	10	260	2,600	PWS Manual for Apartment (65 gpcd)	Can accommodate 4 guests per unit <sup>3</sup>
Renovated Cottage (D-Area)	11	260	2,860	PWS Manual for Apartment (65 gpcd)	Can accommodate 4 guests per unit <sup>3</sup>
New Cottage (Type 1)	66	260	17,160	PWS Manual for Apartment (65 gpcd)	Can accommodate 4 guests per unit <sup>3</sup>
New Cottage (Type 2)	160	260	41,600	PWS Manual for Apartment (65 gpcd)	Can accommodate 4 guests per unit <sup>3</sup>
New Cottage (Type 3)	2	390	780	PWS Manual for Apartment (65 gpcd)	Can accommodate 6 guests per unit <sup>1</sup>
New Cottage (Type 4)	8	260	2,080	PWS Manual for Apartment (65 gpcd)	Can accommodate 4 guests per unit <sup>3</sup>
New Cottage (Type 5)	4	260	1,040	PWS Manual for Apartment (65 gpcd)	Can accommodate 4 guests per unit <sup>3</sup>
Restaurant	1,500	10	15,000	PWS Manual for Restaurants (per patron)	Assume half of guest dine 3x per day
Laundry Facility	1	1	15,000	Calculated Based on Washing Units	
Spa	1	20,000	20,000	Prorated Per College Point Flow Data	Per College Point flow data <sup>2</sup>
Employee Housing 1	28	75	2,100	PWS Manual for Boarding House (75 gpcd)	14 units with double occupancy
Employee Housing 2	16	75	1,200	PWS Manual for Boarding House (75 gpcd)	8 units with double occupancy
		TOTAL	122,980		

Notes:

1. Cottage occupancy is based on 2 guests per bedroom.
2. The College Point facility in New York has an 80,000 SF spa. The spa at this location will be 20,000 SF.
3. This will be a closed resort.

Abbreviations:

GPD - Gallon per day

gpcd - Gallons per capita per day

PWS - Public Water Supply (Pennsylvania Department of Environmental Protection)

DEP

## Northeast Field Operations

MEETING LOG

DATE: December 18, 2017

SUBJECT: Birchwood Resort

PROGRAMS ATTENDING	ADMIN	AQ	WM	WW	EC&B
SDW	CW	RD	CRC	ARD	

	<u>NAME</u>	<u>PROGRAM</u>	<u>PHONE NUMBER</u>
1.	Colleen Stutzman	ARD, NERO-DEP	570-826-2408
2.	Melissa Prugar	Boucher & James Inc. Pottsville Twp	(570) 699-0300
3.	Tom Makowski	BORTON-LAWSON	570-821-1994
4.	Steve Chon	C. Cattle Group	718-886-8760
5.	Joshua Lee	"	"
6.	Lisa Clementoni	Barton-Lawson	570-821-1994
7.	Deanna Schmoyer	BORTON- VWWN	570-236-7058
8.	PATRICK MUSIUSKI	DEP CLEAN WATER	570 826 2324
9.	Amy Bellare	"	570-826-2318
10.	Sandra Insalaco	DEP Clean Water	570-826-5489
11.	Brian Mackowski	DEP Waterways & Wetlands	570-851-3040
12.	Drew Wagner	MCCD	570-629-3060
13.	Lori Herriges	MCCD	" " "
14.	Elaine Moyer	ACOE	267 284-6562
15.	Nathaniel Staruch	MCPC	570-517-3100
16.	SARAH McCARTER	DRBC	609-593-9500 X243
17.	ROB STERNER	DEP CLEAN WATER	570-826-2333
18.	David Wizller	Barton - Lawson	484-821-0470 X 2116
19.	Mike Bedin	DEP	570-826-2340
20.	BRIAN YAGIELLO	DEP SDW	570-826-2511
21.	Brian Busher	DEP SDW	570-826-2226
22.	Tim Praven	PADEP	570-330-3082
	B.R. Patel	PADEP	



MONROE COUNTY  
CONSERVATION DISTRICT

*Conserving Natural Resources for the Future*

Technical Section Tel (570) 629-3060 • Environmental Education Tel (570) 629-3061  
8050 Running Valley Road • Stroudsburg, PA 18360 • Fax (570) 629-3063 • [www.mncconservation.org](http://www.mncconservation.org)

January 5, 2018

Sent via mail and email

Homes of the Poconos, LLC  
c/o Debra Halterman  
P.O. Box 980  
Marshalls Creek, PA 18335

On October 16, 2017, this office sent you and your consultant an incomplete application letter regarding the Erosion and Sediment Control Plan referenced above. The 60-day time frame specified in that letter lapsed on December 15, 2017 and no response has been received by this office to date. Per discussions with the design engineer on January 2, 2018, the application with the township has been withdrawn and the project will no longer proceed forward. Therefore, our office is considering your plan withdrawn. Fees are not refunded when an application is considered to be withdrawn.

If you have any questions, please contact me at 570-629-3060.

Sincerely,

Lori Kerrigan  
Technical Section Supervisor, HRC

cc: Pocono Township Commissioners, Planning Commission and Zoning Officer (via email)  
Pocono Township Engineer (via email)  
Bue-Morris Associates, c/o Sarah Bue- Morris (via email)  
File (1)



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

AN EMPLOYEE OWNED COMPANY

PENNSYLVANIA CONSULTING ENGINEERS

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

2738 Rimrock Drive  
Stroudsburg, PA 18360  
570-629-0300  
Fax 570-629-0306

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

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

December 19, 2017

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

**SUBJECT: BROOKDALE ENTERPRISES, LLC & VINCENT J. & CHARLIE LYNN TRAPASSO  
FINAL MINOR SUBDIVISION PLAN REVIEW NO. 2  
POCONO TOWNSHIP, MONROE COUNTY, PENNSYLVANIA  
PROJECT NO. 1730058R**

Dear Planning Commission Members:

Pursuant to the Township's request, we have completed our second review of the Minor Subdivision Plan Application for the Lands of Brookdale Enterprises, LLC and the Lands of Vincent J. and Charlie Lynn Trapasso. The submitted information consists of the following items.

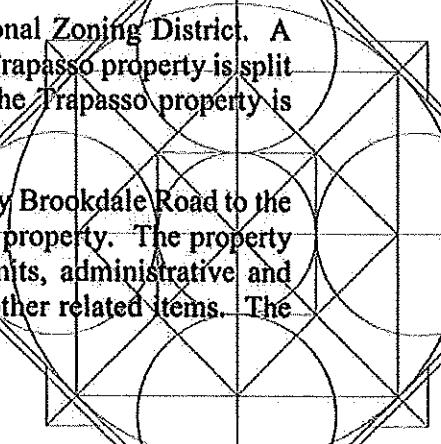
- Response letter prepared by RKR Hess, dated December 4, 2017.
- Deed Book 2500, Page 4645.
- ALTA/NSPS Land Title Survey prepared by Bock & Clark, dated November 3, 2017.
- Lot Closure Reports.
- Minor Subdivision Plan (5 sheets) prepared by RKR Hess, dated October 13, 2017, last revised December 4, 2017.

#### **BACKGROUND INFORMATION**

The Applicant, Brookdale Enterprises, LLC, is proposing a five (5) lot minor subdivision on the property of the former Caesar's Brookdale at the Lake Resort (Parcel Nos. 12/11/1/32, 12/11/1/32-1, 12/11/1/32-2, 12/117080). Lot combinations are also proposed between Parcel Nos. 12/117080, 12/11/1/32, and 12/11/1/32-2, and between Parcel No. 12/11/1/32 and the Lands of Vincent J. and Charlie Lynn Trapasso (Parcel No. 12/11/1/15).

The majority of the Resort property is located within the RD, Recreational Zoning District. A portion of Parcel No. 12/11/1/32, nearest S.R. 0611, and adjacent to the Trapasso property is split between the RD, Recreational and C, Commercial Zoning Districts. The Trapasso property is located within the C, Commercial Zoning District.

The existing Resort property has a lot area of 232 acres, and is bordered by Brookdale Road to the south and Summit Road to the west. Dyson Road traverses the existing property. The property consists of the existing resort with the associated lodge, residential units, administrative and support buildings, maintenance buildings, a lake, recreation areas, and other related items. The



remainder of the property is primarily woodlands.

The existing Trapasso property, with a lot area of 0.34 acres, is located within the C, Commercial Zoning District, and consists of one (1) single family residential dwelling.

Proposed Lot 1 will be created through the consolidation of a subdivided part of Parcel No. 12/11/1/32 and Parcel Nos. 12/117080 and 12/11/1/32-2. Proposed Lot 1 will have a gross lot area of 92.49 acres (89.21 net acres) and will be bordered by Summit Road to the west, Dyson Road to the east, and Back Mountain Road to the south. Proposed Lot 1 is located within the RD, Recreational Zoning District and will be utilized as the Brookdale Treatment Center in the future. A Conditional Use to utilize this lot as the Treatment Center was approved by the Board of Commissioners on September 20, 2017.

Proposed Lot 2 will have a gross lot area of 31.59 acres (30.41 net acres) and will be bordered by Back Mountain Road to the north. Proposed Lot 2 is located within the RD, Recreational Zoning District. Scot Run traverses Proposed Lot 2 to the east, and the remainder of the lot will consist of existing woodlands.

Proposed Lot 3 will have a gross lot area of 21.15 acres (20.09 acres net) and will be bordered by Dyson Road to the west and Brookdale Road to the south. Proposed Lot 3 is located within the RD, Recreational Zoning District. A private driveway traverses Proposed Lot 3, and the lot will consist of existing resort facilities. A 40-foot wide access easement is proposed through Proposed Lot 3 to provide access to Lot 4 from Dyson Road.

Proposed Lot 4 will have a gross lot area of 84.92 acres (84.33 acres net) and will take access via an existing private driveway from S.R. 0611. Proposed Lot 4 is located within the RD, Recreational Zoning District.

Proposed Lot 5 is created through a lot combination between a subdivided part of Parcel No. 12/11/1/32 and the Lands of Vincent J. and Charlie Lynn Trapasso. Proposed Lot 5 is located within the C, Commercial Zoning District and will have a gross lot area of 1.90 acres (1.69 acres net). The existing single family residential dwelling will remain.

This submission is for subdivision only and no construction is proposed.

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. In accordance with Section 404.C.1.b, the minimum lot width in the RD Zoning District is 200 feet. *Proposed Lot 4 has two (2) "staffs" having widths of 40-feet that front along S.R. 0611. These are existing non-conformities which are not affected by the proposed subdivision. It is noted Proposed Lot 4 has additional frontage along S.R. 0611 that does meet the minimum lot width. (Previous Comment 2) No action required.*

3. Comment satisfied.
4. In accordance with Sections 404.C.2.a, the required front yard depth in the RD Zoning District is 50 feet. *Proposed Lot 3 contains an existing executive office, and multi-family dwelling and long-term vacation units that are located within the front yards along Dyson Road and Brookdale Road. These are existing non-conformities that are not affected by the proposed subdivision.* (Previous Comment 4) No action required.
5. In accordance with Section 404.C.2.c, the required rear yard depth in the RD Zoning District is 40-feet. *Proposed Lot 1 contains existing cottages located within 40-feet of the northern property boundary. This is an existing non-conformity. Per the Conditional Use Approval, the Applicant shall provide a six-foot high architectural style privacy fence between the existing cottages and property boundary.* (Previous Comment 5) No action required.
6. Comment satisfied.
7. Comment satisfied.
8. In accordance with Sections 405.C.2.a and 405.C.2.b, the required front yard depth and side yard width in the C Zoning District are 75-feet and 20-feet, respectively. *The existing dwelling located on the existing lands of Vincent J. & Charlie Lynn Trapasso is located within the front yard, and the side yards along both the southern and northern property boundaries. These are existing non-conformities. The proposed subdivision, which creates Lot 5, eliminates the non-conformity with respect to the side yard along the southern property boundary. The remaining non-conformities are not affected by the proposed subdivision.* (Previous Comment 8) No action required.
9. Comment satisfied.
10. Comment satisfied.
11. Comment satisfied.

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

12. 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.” *Evidence of submission to the Monroe County Planning Commission must be provided.* (Previous Comment 12) A copy of the Monroe County Planning Commission review must be provided.
13. In accordance with Section 305.5, “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. Minor subdivision plan approval shall be conditioned upon Department of Environmental Protection sewage planning approval.” A Sewage

*Facilities Planning Module mailer has been submitted requesting Planning Module forms be provided. Approvals from the Pennsylvania Department of Environmental Protection must be submitted upon receipt. (Previous Comment 13) The response indicates a sewage facilities planning module form is being prepared.*

14. In accordance with Sections 404.1.C and 404.2.K, “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” and the Final Minor Subdivision Plan must include “sufficient data, acceptable to the Township, to determine readily the location, bearing and length of every boundary, road or lot line. All dimensions shall be shown in feet and hundredths of a foot. All bearings shall be shown to the nearest one second of an arc.” *As discussed with the Design Engineer, revised boundary closure reports for the proposed lots will be provided with future submissions. Additional comments may result based upon our review at that time. (Previous Comment 14) The following are our comments based upon our review of the submitted Lot Closure Reports.*

- a. Line L22 must be labeled along the western property boundary of Lot 1.
- b. Segments #3, #4, and #5 in the Lot 2 Right-of-Way Lot Closure Report are not consistent with the line and curve data shown on the plan. The plan and/or report must be revised.
- c. A second curve label having a radius of 150-feet and length of 125.20-feet is shown at the northeastern corner of Lot 2. It appears this curve label is irrelevant and should be removed from the plan.
- d. The bearing along the western boundary of the 40-foot access easement on Lot 3 is inconsistent with that in the Lot Closure Report and must be revised.
- e. The area of Open Space Area 2 is inconsistent between the plan and Lot Closure Report and must be revised.

15. Comment satisfied.

16. In accordance with Sections 404.2.M and 608.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. *Markers are shown at each property corner and change in direction. As required in Section 608.A.4, monuments must be placed along the original property boundaries. (Previous Comment 16) Monumentation must be provided at the southern point of the shared property line between Proposed Lots 3 and 4.*

17. Comment satisfied.

18. Comment satisfied.

19. Comment satisfied.

20. Comment satisfied.
21. In accordance with Section 619.B, common open spaces, recreation areas, and/or in-lieu-of fees "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 Section 619". In addition, and in accordance with Section 619.E.5, "if a non-residential subdivision or land development is required to dedicate common open space, the following amounts of common open space shall be required, unless revised by resolution of the Board of Commissioners." *In accordance with Section 619.F, and if agreed upon by the Board of Commissioners and Applicant, a fee in-lieu-of dedicating open space as determined by the Township Fee Schedule may be provided. It is noted that per the Conditional Use Findings of Facts, approximately 54 acres will be dedicated as open space on Lot 1. Therefore, the fee in-lieu of for 4 proposed lots is \$5,600.00. (Previous Comment 21) The Township shall determine if open space and/or recreational facilities shall be provided, or if a fee in-lieu-of will be accepted at this time.*

#### **STORMWATER MANAGEMENT ORDINANCE COMMENTS**

22. Comment satisfied.
23. Comment satisfied.
24. Comment satisfied.

#### **MISCELLANEOUS COMMENTS**

25. Tract 2 which is located southeast of the subdivision is shown on the Zoning and Tax Parcel Map on Sheet 1. The effects of the proposed subdivision on Tract 2 must be addressed. *(Previous Comment 25) The response indicates Tract 2 has a separate tax parcel number. A deed has been submitted confirming a separate tax parcel number for Tract 2 exists. However, Sheet 1 identifies Tract 2 with the same tax parcel number as Tract 1. The plan must be revised.*

26. Comment satisfied.
27. Comment satisfied.

#### **PLAN REVISION COMMENTS**

28. A letter prepared by RKR Hess and dated October 25, 2017, was submitted to the Brodhead Creek Regional Authority requesting confirmation of the availability of water service for proposed Lot 4. The confirmation must be provided upon receipt.
29. On Sheet 3, the plan notes the adjoining property owners' sewer system and existing asphalt encroach onto the northernmost "staff" of Proposed Lot 4. Easements shall be provided for the continued use of these areas.

In order to facilitate an efficient re-review of revised plans, the Design Engineer shall provide a

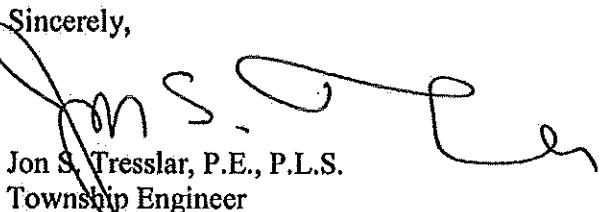
Pocono Township Planning Commission  
December 19, 2017  
Page 6 of 6

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 subdivision.

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/mep/cg

cc:    Donna Asure – Township Manager  
         Pam Tripus – Township Secretary  
         Michael Tripus – Township Zoning Officer  
         Leo DeVito, Esquire – Township Solicitor  
         Lisa Pereira, Broughal & DeVito, LLP  
         Brookdale Enterprises, LLC – Equitable Property Owner/Applicant  
         Silverleaf Resorts, Inc. – Property Owner  
         Vincent J. and Charlie Lynn Trapasso – Property Owners  
         Nate Oiler, P.E., RKR Hess – Applicant's Engineer  
         Melissa E. Prugar, P.E. – Boucher & James, Inc.

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