

**AGENDA**  
**POCONO TOWNSHIP PLANNING COMMISSION**  
**REGULAR MEETING**  
**OCTOBER 9<sup>th</sup>, 2018 - 7:00 p.m.**

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

**ROLL CALL:**

**PUBLIC COMMENT:**

**CORRESPONDENCE:**

A 90-day time extension was received for Turkey Hill Minit Market LDP.

**MINUTES:** Minutes of the Pocono Township Planning Commission Meeting - 09/24/2018

**DISCUSSION:**

Comprehensive plan

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

1. Tannersville Point Apartments Final LDP - Plan fees paid. Township's Engineer's Completeness review dated 10/03/2018 received.

**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 #1 dated 08/23/2018 was received. Plan was tabled at the 09/24/2018 P.C. Mtg. **Deadline for P.C. consideration is 01/28/2019.**

**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 09/24/2018 P.C. Mtg. A resubmission has not occurred. **Deadline for P.C. consideration extended to 12/10/2018.**
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 09/24/2018 P.C. Mtg. Time extension requested until 10/20/2018. **Deadline for P.C. consideration is 09/23/2019.**
3. Pocono Logistics LDP - Plan fees paid. Plans were administratively accepted at the 03/26/2018 P.C. Mtg. Plans were tabled at the 09/24/2018 P.C. Mtg. **Deadline for P.C. consideration is 11/26/2018.** Twp. Engineer's review letter #3 dated 10/04/2018 was received. Revised plans submitted 09/24/2018.

**SKETCH PLANS:**

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

**UNFINISHED BUSINESS:**

**ZONING HEARING BOARD SCHEDULE:**

- 1) Pocono Logistics - continued until 10/23/2018.
- 2) Camelback Northridge - continued until 10/23/2018.
- 3) Donald Simpson setback - 10/23/2018.

**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	12/31/2018	12/10/2018	12/17/2018	unknown date	9/24/2018		
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		
Pocono Logistics (03/26/2018)	Land Dev	Prelim/Final	12/4/2018	11/26/2018	12/3/2018	Technical Rev	11/9/16		
Turkey Hill Mini Mart (08/13/2018)	Land Dev	Prelim/Final	2/9/2019	1/28/2019	2/4/2019	10/4/2018	9/24/2018		
Tannersville Point Apartments Final (10/09/2018)	Land Dev	Final	1/7/2019	12/24/2018*	1/7/2019	8/23/2018	9/24/2018		
						10/3/2018			

Revised 19/05/2018

\* 12/24/2018 may be cancelled due to the Christmas Holiday

POCONO TOWNSHIP PLANNING COMMISSION  
REGULAR MEETING MINUTES  
SEPTEMBER 24<sup>th</sup>, 2018 - 7:00 p.m.

DRAFT

The Pocono Township Planning Commission Regular meeting was held on September 24<sup>th</sup>, 2018 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:** Ron Swink, present; Scott Gilliland, present; Dennis Purcell, present; Bob DeYoung, absent; Marie Guidry, present; Jeremy Sawicki, present; and Chad Kilby, present.

**IN ATTENDANCE:**

Lisa Pereira, Twp. Solicitor, Broughal & DeVito; Jon Tresslar, Twp. Engineer, Boucher & James, Inc.; and Pamela Tripus, Township Secretary, were present.

**PUBLIC COMMENT: None**

**CORRESPONDENCE:**

- 1) A time extension was received from Spa Castle Land Development until 10/07/2019.
- 2) A time extension was received from Pocono Logistics Land Development until 12/04/2018.

S. Gilliland made a motion, seconded by D. Purcell, to accept the time extensions for Spa Castle LDP until 10/07/2019 and Pocono Logistics LDP until 12/04/2018. All in favor. Motion carried.

**MINUTES:** M. Guidry made a motion, seconded by S. Gilliland, to approve the minutes of the 08/27/2018 Planning Commission. All in favor. Motion carried.

**DISCUSSION:**

Regional Comprehensive plan - C. Kilby gave an update to the Board on the startup meeting for updating the Regional Comprehensive Plan. Representatives from Monroe County Planning Commission gave an overview of the steps required and funding opportunities. Future meeting will focus on identifying problems and focusing on solutions. The startup committee will meet again in two months.

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

**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 Completeness Review letter dated 08/08/2018 was received. Plan was tabled at the 08/27/2018 P.C. Mtg. **Deadline for P.C. consideration is 10/22/2018.** D. Purcell made a motion, seconded by J. Sawicki, to table the Turkey Hill Minit Market, Store #274 Prelim/Final LDP. All in favor. Motion carried.

DRAFT PG.2

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 08/27/2018 P.C. Mtg. A resubmission has not occurred. **Deadline for P.C. consideration extended to 12/10/2018.** M. Guidry made a motion, seconded by S. Gilliland, to table the 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 08/27/2018 P.C. Mtg. Time extension requested until 10/20/2018. **Deadline for P.C. consideration is 09/23/2019.** S. Gilliland made a motion, seconded by J. Sawicki, to table the Spa Castle Land Development Plan. All in favor. Motion carried.
3. Pocono Logistics LDP - Plan fees paid. Plans were administratively accepted at the 03/26/2018 P.C. Mtg. Plans were tabled at the 08/27/2018 P.C. Mtg. **Deadline for P.C. consideration is 11/26/2018.** Twp. Engineer's review letter #2 dated 08/13/2018 was received. Revised plans submitted 09/24/2018. Joseph McDonald, Solicitor, and Brian Telesh, Pocono Logistics' operator, represented the plan. Brian Telesh explained operations at the site. He noted trucks are used for hauling waste from New York City to the Seneca Meadows landfill. The Trucks are washed at Seneca and brought down to the Tannersville site for maintenance, before returning to New York. Joe McDonald explained the owner has agreed to pave the parking areas. M. Guidry questioned the status of the waterline hookup. L. Pereira, Twp. Solicitor, noted it is part of the LDP. S. Gilliland thanked Joe McDonald and Brian Telesh for their attendance and clarification of the operations. M. Guidry made a motion, seconded by S. Gilliland, to table the Pocono Logistics LDP. All in favor. Motion carried.

**ZONING HEARING BOARD SCHEDULE:**

- 1) Pocono Logistics - continued until 10/23/2018.
- 2) Camelback Northridge - continued until 10/23/2018.
- 3) Donald Simpson setback - 10/23/2018.

**NEW BUSINESS:**

LSA Grant Application - S.R. 611 & Rimrock Drive roadway improvements. Letter of Support. J. Tresslar, Twp. Engineer, explained the grant is right hand turn lanes to improve the intersection of Rt. 611, Bartonsville Ave., and Rimrock Drive. As part of the grant application, letters of support are requested. C. Kilby noted it will be beneficial to the Township to improve the intersection.

J. Sawicki made a motion, seconded by C. Kilby, to recommend the LSA Grant Application for S.R. 611 & Rimrock Drive Roadway improvements and authorize the Chairman to sign a letter of support. All in favor. Motion carried.

**NEW BUSINESS CONT:**

Next Meeting - The next regularly scheduled Planning Commission will be held on **Tuesday, October 9<sup>th</sup>, 2018** due to the Columbus Day Holiday.

**COMMENTS AND DISCUSSION:**

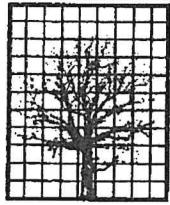
P. Tripus, Twp. Secretary, noted she had been contacted by Ardent Mills and Tannersville Point Apartments concerning future plan submittals.

S. Gilliland questioned if the Route 715 realignment had been finalized by PennDOT. J. Tresslar, Twp. Engineer, noted PennDOT has not confirmed the plan.

S. Gilliland spoke concerning Crossings internal traffic flow and traffic flow out of the parking area. Discussion followed. The Board concurred to review the traffic patterns in the area and recommend suggestions to the Board of Commissioners.

S. Gilliland requested J. Tresslar review entrance to Turkey Hill lot and curbing. C. Kilby suggested rumble strips instead of standard curbing to ease traffic flow into the parking lot. Discussion followed on U-Haul parking, site distance, and turning movement in the parking lot.

**ADJOURNMENT:** M. Guidry made a motion, seconded by J. Sawicki, to adjourn the meeting at 7:55 p.m. All in favor. Motion carried.



**LUDGATE  
ENGINEERING  
CORPORATION**

October 4, 2018

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 are working diligently to address the Township's comments. We have reached out to PennDOT regarding the driveway. We have also performed a site visit documenting trees and completed the requested infiltration testing.

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

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  
570-629-0300  
Fax 570-629-0306  
Mailing:  
P.O. Box 699  
Barlonsville, PA 18321

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

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

October 3, 2018

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

**SUBJECT: TANNERSVILLE POINT LUXURY APARTMENTS  
PRELIM/FINAL LAND DEVELOPMENT COMPLETENESS REVIEW  
POCONO TOWNSHIP, MONROE COUNTY, PENNSYLVANIA  
PROJECT NO. 1630006R**

Dear Planning Commission Members:

Pursuant to the Township's request, we have completed a completeness review of the Preliminary/Final Land Development Plan Application for the Tannersville Point Luxury Apartments. The submitted information consists of the following items.

- Professional Services Escrow Agreement.
- Letter from Sussex Bank dated May 27, 2016.
- Monroe County Planning Commission Receipt of Plan Submittal dated September 25, 2018.
- Proof of submission to the Monroe County Conservation District dated September 25, 2018.
- Proof of submission to the Pennsylvania Department of Transportation dated June 4, 2018.
- Drawing Typographical Error letter prepared by E.P. Mancinelli & Associates, PC, dated September 24, 2018.
- Infiltration Testing report prepared by Geo-Science Engineering & Testing, LLC, dated May 16, 2018.
- Waiver Request letter prepared by E.P. Mancinelli & Associates, PC, dated September 24, 2018.
- Sewer Planning Module, Component 4A prepared by E.P. Mancinelli & Associates, PC, dated September 24, 2018.
- Property Deed - Book 2419, Page 1560.
- Wetland Review prepared by Borton-Lawson dated September 20, 2016.
- Traffic Impact Assessment prepared by Colwell-Naegele Associates, Inc., dated April 2018.
- Erosion and Sedimentation Control Plan Narrative prepared by E.P. Mancinelli & Associates, PC, dated September 2018.
- Stormwater Narrative and Calculations prepared by E.P. Mancinelli & Associates, PC, dated September 2018.
- Highway Occupancy Permit Plans (8 sheets) prepared by E.P. Mancinelli & Associates, PC, dated September 17, 2018.
- Lot Improvement and Land Development Plans (25 sheets) prepared by E.P. Mancinelli & Associates, PC, dated September 17, 2018.

## **BACKGROUND INFORMATION**

The Applicant, Tannersville Point, LLC, has submitted an application for its properties located on the southern side of Warner Road (S.R. 4012), across from the intersection with Old Mill Road.

The existing properties are located within the C, Commercial Zoning District and have existing lot areas of 15.59 acres and 11.37 acres. The property consists of existing wetlands, steep slopes, and woodland and meadow areas.

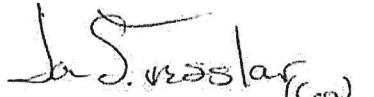
**The submitted Lot Improvement and Land Development Plan consists of two (2) parts.**

1. A lot consolidation between the two (2) existing properties is proposed. The proposed consolidated lot will have an area of 26.96 acres.
2. A proposed land development which will consist of two (2), four (4) story tall apartment buildings with associated parking, stormwater management system, underground sanitary sewer system and drip irrigation, and private on-lot water. The two (2) apartment buildings will each house 40 dwelling units, and access to the site will be via a proposed driveway from Warner Road (S.R. 4012).

Based upon our review, we recommend the Planning Commission accept the Preliminary/Final Lot Improvement and Land Development Plan for review providing all other requirements have been met including, but not limited to, formal written applications and application fees with establishment of an escrow to cover the costs of review.

If you should have any questions regarding the above, 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  
         Tannersville Point, LLC – Applicant/Owner  
         Guy Anthony DeAngelo – Applicant's Surveyor  
         Emmett P. Mancinelli, P.E., E.P. Mancinelli & Associates PC – Applicant's Engineer  
         Melissa E. Prugar, P.E., Boucher & James, Inc.

E.P. MANCINELLI & ASSOCIATES, P.C.  
CONSULTING ENGINEERS  
625 EAST DRINKER STREET DUNMORE, PA 18512

## LETTER OF TRANSMITTAL

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TO: Pocono Township  
112 Township Drive  
Tannersville, PA 18732

ATTN: Township Planning Commission

POCONO TOWNSHIP

SEP 26 2018

RECEIVED

No. of Copies	Description
5	full size sets of project drawings C-1 to C-19
14	11" x 17" sets of project drawings C-1 to C-19
14	sets supporting documentation
	Applications and Fees

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These are transmitted for:

<input checked="" type="checkbox"/> Final Approval	Approved
<input checked="" type="checkbox"/> Preliminary Approval	Approved as Noted
<input type="checkbox"/> Resubmit for approval	Not Approved
<input checked="" type="checkbox"/> For Your Use	For Distribution

COMMENTS:

Copy (s) :

TRANSMITTED BY: EP Mancinelli DATE : 9-24-18

# TRAFFIC IMPACT ASSESSMENT

For the Development of an

RECEIVED  
SEP 26 2018  
POCONO TOWNSHIP

## Tannersville Point

Apartment Complex

Pocono Township  
Monroe County, Pennsylvania

*PREPARED BY:*

**GNA**  
Colwell-Naegele Associates, Inc.  
CONSULTING ENGINEERS

*April 2018*

### Turn Lane Warrant Analyses

The turn lane warrant analyses were prepared to reflect the 45 mph speed limit postings for the AM and PM peak hour time periods, using the rolling terrain criteria. Both the right turn and left turn lane providing access into the site were analyzed at the proposed driveway. These warrants are presented in the appendix B and were not met.

### Recommendations

A low volume driveway should be constructed at the intersection of SR 4012 and Old Mill Road. No offsite improvements are recommended.

# TANNERSVILLE POINTE APARTMENTS

## LOT IMPROVEMENT AND LAND DEVELOPMENT

## POCONO TOWNSHIP, PENNSYLVANIA

## DRAWING LIST

C-11	EXISTING LOT BOUNDARY PLAN
C-12	EXISTING LOT IMPROVEMENT PLAN
C-13	EXISTING NATURAL FEATURES PLAN
C-31	PROPOSED SITE ZONING PLAN
C-32	PROPOSED SITE/ZONING PLAN - BUILDING 1 AREA DETAIL
C-33	PROPOSED SITE/ZONING PLAN - BUILDING 2 AREA DETAIL
C-4	INITIAL STAGE E&S PLAN
C-5	GRADING/STORMWATER E&S PLAN
C-51	GRADING/STORMWATER E&S PLAN
C-52	GRADING/STORMWATER E&S PLAN
C-6	LANDSCAPE AND UTILITY PLAN
C-7	BUILDING DIMENSIONAL PLANS
C-8	RETAINING WALL ELEVATIONS
C-9	RETAINING WALL ELEVATIONS
C-10	RETAINING WALL DETAILS
C-11	E&S DETAILS
C-12	E&S DETAILS
C-13	E&S DETAILS
C-14	E&S DETAILS
C-15	E&S DETAILS
C-16	E&S NOTES AND DETAILS
C-17	E&S NOTES AND DETAILS
C-18	E&S NOTES AND DETAILS
C-19	E&S NOTES AND DETAILS
L1	SEQUENCE OF CONSTRUCTION
L2	LAND DEVELOPMENT DETAILS

## PROTECTIVE COVENANTS & NOTES

RECEIVED  
SF 26/03/18  
POCONO TOWNSHIP

**POCONO TOWNSHIP PLANNING COMMISSION**

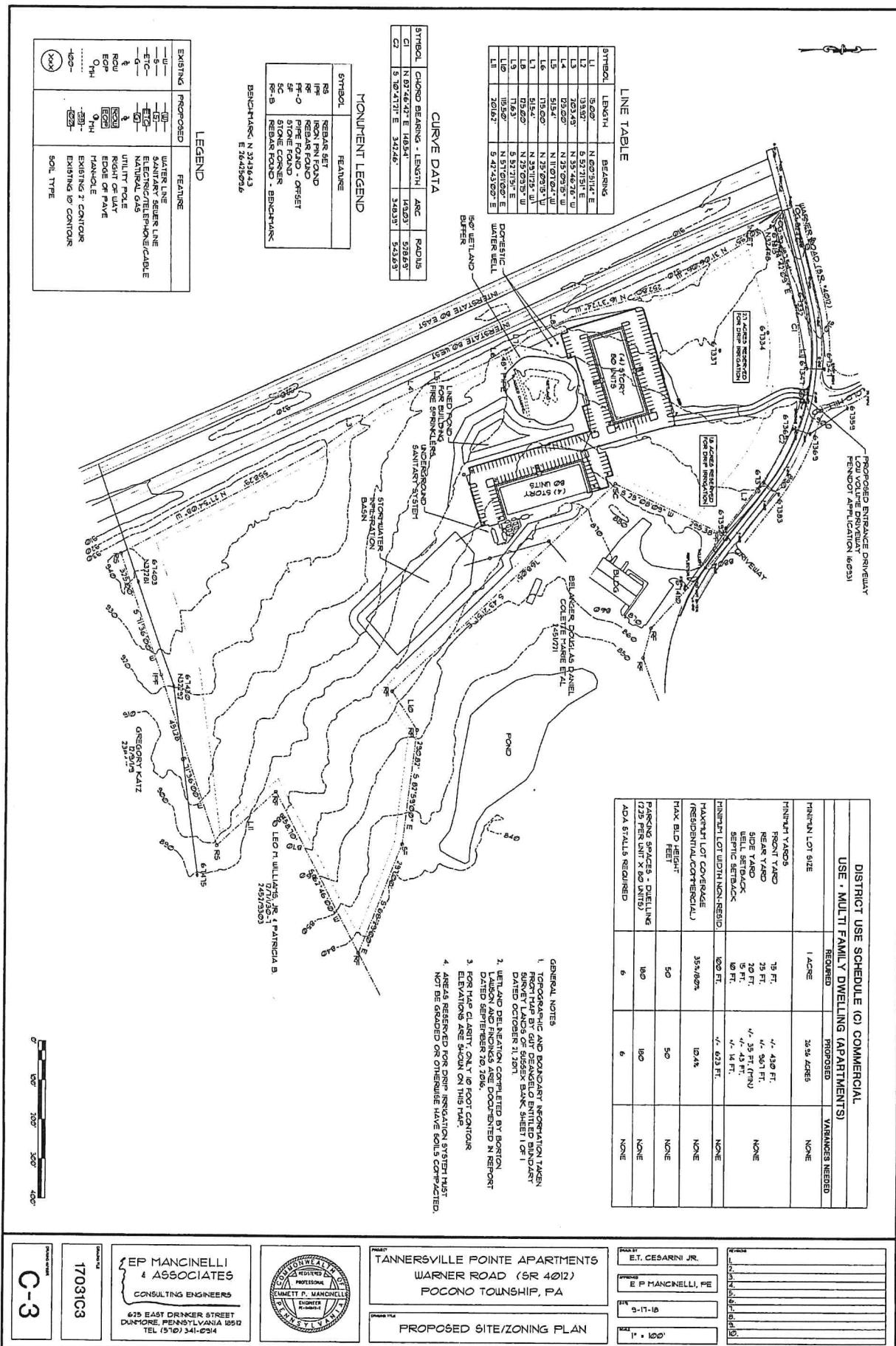


**E.P. MANCINELLI & ASSOCIATES  
CONSULTING ENGINEERS**  
625 E. DRINKER ST.  
DUNMORE, PA 18512  
PHONE (570) 341-0914

<b>POCONO TOWNSHIP ENGINEER</b>	
<b>APPROVED BY</b>	<b>DATE</b>
<b>MONROE COUNTY PLANNING COMMISSION</b>	
<b>RECOMMENDED BY</b>	<b>DATE</b>
<b>RECOMMENDED BY</b>	<b>DATE</b>

<b>MONROE COUNTY PLANNING COMMISSION</b>	
RECOMMENDED BY _____	DATE _____
RECOMMENDED BY _____	DATE _____

<b>MONROE COUNTY BOARD OF COMMISSIONERS</b>	
APPROVED BY	DATE
APPROVED BY	DATE



PROJECT  
TANNERSVILLE POINTE APARTMENTS  
WARNER ROAD (SR 4012)  
POCONO TOWNSHIP, PA

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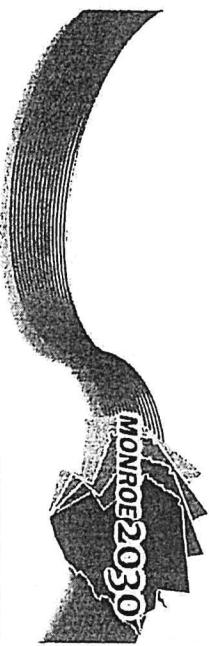
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ADMINISTRATIVE CENTER  
1 Quaker Plaza, Room 106  
Stroudsburg, PA 18360-2169  
Phone: 570-517-3100  
Fax: 570-517-3858  
Email: mpc@monroecountypa.gov

**MONROE COUNTY PLANNING COMMISSION  
RECEIPT OF PLAN SUBMITTAL**

**RECEIVED**

SEP 25 2018

Date Received

Fee \$300 Check Number 2041

Owner/Applicant

Tannersville Point LLC

Engineer

E.P. Marcell, Assoc.

Project Name

Tannersville Point Apartments

Type of Plan Lot Improvement/L.D.  
Acreage 27 Lots 1

Received by

John J. Shan

AN EMPLOYEE OWNED COMPANY  
INNOVATIVE ENGINEERING



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

2756 Rimrock Drive  
Stroudsburg, PA 18360  
570-629-0300  
Fax 570-629-0306  
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)

October 4, 2018

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

**SUBJECT: POCONO LOGISTICS  
PRELIM/FINAL LAND DEVELOPMENT PLAN REVIEW NO. 3  
POCONO TOWNSHIP, MONROE COUNTY, PENNSYLVANIA  
PROJECT NO. 1830066R**

Dear Planning Commission Members:

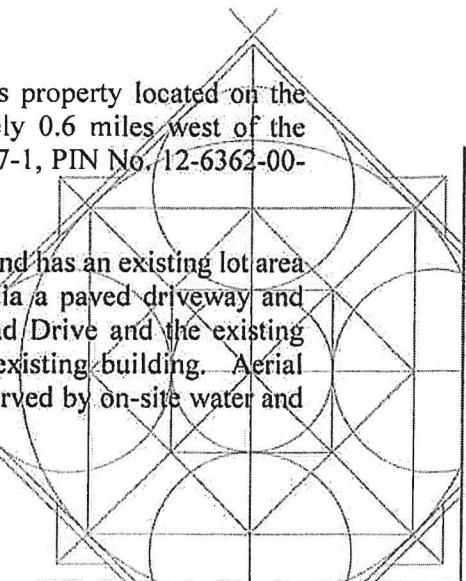
Pursuant to the Township's request, we have completed our third review of the Preliminary/Final Land Development Plan Application for Pocono Logistics. The submitted information consists of the following items.

- Response letter prepared by Gilmore & Associates, Inc., dated September 21, 2018.
- Appendix G, Request for Modification, SALDO Section 406.6.F
- Property Deed, Deed Book 2331, Page 9020.
- Mapcheck of property boundary.
- Aerial Map prepared by Gilmore & Associates, Inc., dated September 10, 2018.
- Wetland Presence/Absence Survey and Phase I Box Turtle Habitat Assessment Report Addendum prepared by Liberty Environmental, Inc., dated August 31, 2018.
- Sightline Profile (1 sheet) prepared by Gilmore & Associates, Inc., dated September 4, 2018.
- Land Development Plan (8 sheets) prepared by Gilmore & Associates, Inc., dated February 2, 2018, revised September 20, 2018.

#### **BACKGROUND INFORMATION**

The Applicant, Pocono Logistics, is proposing a land development on its property located on the northern side of Railroad Drive across from Toccoa Road, approximately 0.6 miles west of the intersection of Railroad Drive and State Route 0715 (Parcel No. 12/10/1/37-1, PIN No. 12-6362-00-76-189).

The existing property is located within the C, Commercial Zoning District and has an existing lot area of 4.96 acres. The existing property takes access from Railroad Drive via a paved driveway and consists of an existing building, stone parking areas between the Railroad Drive and the existing building, and a large stone and asphalt parking area to the rear of the existing building. Aerial photography shows tractor trailer parking exists. The existing property is served by on-site water and



sewer.

The proposed development includes the designation of tractor trailer, tractor, trailer, and passenger vehicle parking spaces. **Note and Covenant 6 on Sheet 1 indicates this submission is provided to document previously constructed features, as well as proposed stormwater management and connection for public water service.** Twenty-five (25) tractor trailer parking spaces, one (1) tractor parking space, and seventeen (17) trailer parking spaces are proposed in gravel and asphalt areas. Nine (9) gravel passenger vehicle parking spaces, and twelve (12) paved passenger vehicle parking spaces are proposed. Underground stormwater management and a detention basin are also proposed. Public water service is proposed, and the on-site sewer service will remain.

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. In accordance with Section 512.A, “any building or other structure erected, enlarged, altered or used and any lot used or occupied for any of the following purposes shall be provided with the minimum off-street parking spaces as set forth herewith.” *No parking requirements are listed for a truck and motor freight terminal, or similar use. The plan indicates one (1) parking space is required for each of the 10 employees, and that 12 parking spaces are proposed. The plan view shows 12 paved and 9 gravel passenger vehicle parking spaces creating a total of 21 spaces. In addition, it must be clarified whether an office, or other use, exists within the existing building which will also require parking. An office requires one (1) parking space for each 200 square feet of total floor area, plus one (1) parking space for each employee on the peak shift. Note and Covenant 10 on Sheet 1 must be revised accordingly. (Previous Comment) A total of 21 parking spaces are provided for 16 employees during the maximum shift. The Township shall determine if the current number of parking spaces is adequate for the use.*

*In addition, the response indicates the existing parking spaces will be striped. Nine (9) parking spaces exist in a gravel area and no pavement is proposed. The nine (9) spaces must be paved and striped. (Previous Comment) Nineteen (19) parking spaces are now proposed. The response letter indicates the spaces are sufficient for the 6 employees and 10 truck drivers (maximum). The Zoning Ordinance does not provide requirements for a truck storage and garage use, and the Township shall determine if the provided parking is adequate for the use.*

4. Comment satisfied.
5. Comment satisfied.
6. Comment satisfied.

**SUBDIVISION AND LAND DEVELOPMENT ORDINANCE COMMENTS**

7. Comment satisfied.
8. In accordance with Section 306.2.6.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 proposed Land Development requires the following agency approvals.*
  - a. *Pocono Township –Land Development Plan approval*
  - b. *Pocono Township – Fire Company*
  - c. *Monroe County Planning Commission – Planning review*
  - d. *Monroe County Conservation District/Pennsylvania Department of Environmental Protection – General Permit 5 for Waterline Stream Crossing The General Permit was issued under a cover letter prepared by the Monroe County Conservation District and dated April 3, 2018.*
  - e. *Monroe County Conservation District Adequacy letter dated April 3, 2018 has been received.*
  - f. *Pocono-Jackson Joint Water Authority – Will Serve and Water Service Connection A Waterline Connection Plan was submitted and found consistent per a letter from Reilly Associates dated October 13, 2017.*

*All submissions, and reviews and approvals must be provided to the Township. A list of the required approvals must be provided on the plan in accordance with Section 406.6.I. (Previous Comment) This comment has been acknowledged.*

9. In accordance with Section 406.2, Site Context Map, “a map compiled from existing information showing the location of the proposed land development within its neighborhood context shall be submitted. For sites under 100 acres in area, such maps shall show the relationship of the subject property to natural and man-made features existing within 1,000 feet of the site. For sites of 100 acres or more the map shall show the above relationships within 2,000 feet of the site. The features that shall be shown on Site Context Maps include topography (from U.S.G.S.) maps, stream valleys, wetland complexes (from maps published by the U.S. Fish & Wildlife Service or the U.S.D.A. Natural Resources Conservation Service), woodlands over one-half acre in area (from aerial photographs), ridge lines, public roads, trails, utility easements and rights of way, public land, and land protected under conservation easements.” *A Site Context Map must be provided, or a waiver requested. Should a waiver be requested, an aerial photograph showing existing land uses within 1,000 feet of the site will still be required. (Previous Comment) A waiver from Section 406.2 is requested. An aerial photograph has been provided on Sheet 1, however the scale limits its readability. A larger scale aerial photograph shall be provided to clearly show the existing features within 1,000 feet of the project site. We have no objection to this request provided the aerial photograph is revised accordingly. (Previous Comment) The Planning Commission recommended*

*approval of the requested waiver at its meeting held on August 27, 2018. A legible 8 ½" x 11" aerial photograph has been submitted.*

10. In accordance with Section 406.3.B, the Existing Conditions Plan must include "topography, the contour lines of which shall generally be at two-foot intervals although 10-foot intervals are permissible beyond the parcel boundaries, interpolated from U.S.G.S. 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 percent and exceeding 25 percent 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 U.S.G.S. benchmarks the location and datum of which shall be shown on the plan." *A waiver is requested from Section 406.2.B and must be revised to correctly reference Section 406.3.B. The request is seeking relief from showing topography at the rear of the site which is covered by existing woodlands. The existing topography and areas of existing steep slopes over the entire property must be shown on the plan. (Previous Comment) A waiver is requested from Section 406.3.B in order to not show contours at the rear of the site where steep slopes exist. The existing steep slopes located within existing woodlands are now shown on the plan and a steep slope easement is proposed. We have no objection to this request. (Previous Comment) The Planning Commission recommended approval of the requested waiver at its meeting held on August 27, 2018.*

11. Comment satisfied.

12. In accordance with Section 406.3.G, the Existing Resources and Site Analysis must include "a viewshed analysis using GIS or other suitable methodology showing the location and extent of views into the property and along ridge lines from critical points along adjoining public roads and how the views will be affected by the proposed development and what design elements will be used to minimize the visual effects." *A viewshed analysis must be provided, or a waiver requested. (Previous Comment) A waiver is requested from Section 406.3.G as no new buildings or building improvements are proposed, and the site improvements are at or below grade. Given the existing site conditions and the nature of the proposed improvements we have no objection to the request. (Previous Comment) The Planning Commission rejected the requested waiver at its meeting held on August 27, 2018.*

*The response letter indicates that a well-established row of arborvitae exist along the property frontage and a Sightline Profile has been submitted which depicts the sightline extending above approximately 10-foot high arborvitae and over the existing building. The response further indicates that 61 additional evergreen trees are being provided as a buffer along the western property line. We believe that this comment has been satisfied.*

13. Comment satisfied.

14. Comment satisfied.

15. Comment satisfied.

16. Comment satisfied.

17. Comment satisfied.
18. Comment satisfied.
19. Comment satisfied.
20. Comment satisfied.
21. In accordance with Section 406.6.D, “all proposed offers of dedication and/or reservation of rights-of-way and land areas with conditions attached” must be submitted with the Land Development Plan. In addition, and in accordance with Section 607.4.A, “wherever there exists a dedicated or platted portion of a road or alley along a boundary of the tract being subdivided or developed the remainder of said road or alley shall be platted to the width required by this Ordinance based on the classification of the road within the proposed development.” *The existing and proposed right-of-way, and existing cartway widths must be dimensioned on the plan. Per Table VI-1, Local Roads are required to have a 50-foot wide (25-foot half width) right-of-way, and 26-foot wide cartway including two (2), 4-foot wide shoulders.*

*Approximately 8-feet of additional right-of-way to create a half width of 25-feet along Railroad Drive is proposed and offered to Pocono Township. The Township shall determine if they will accept this offer of dedication. In addition, the existing cartway width is approximately 22-feet. The Township shall also determine if they will require roadway widening and striping to delineate shoulders in order to meet the requirements of a Local Road. (Previous Comment) The Township shall make a determination regarding the offer of dedication and roadway widening. (Previous Comment) The response letter indicates it is unclear whether the right-of-way will be offered for dedication to the Township, however the plan still offers the dedication. This must be addressed, and the plan revised accordingly.*

22. In accordance with Section 406.6.F, “proof of legal interest in the property, a copy of the latest deed of record and a current title search report” must be provided. *The property deed and a title search must be submitted. (Previous Comment) This comment has been acknowledged. (Previous Comment) The property deed has been provided with this submission. A waiver is now requested from Section 406.6.F with respect to the title report. Given the nature of the proposed land development we have no objection to this request. This request must also be listed on Sheet 1.*

23. Comment satisfied.
24. Comment satisfied.
25. In accordance with Section 500, “No final plan shall be signed by the Board of Commissioners for recording in the office of the Monroe County Recorder of Deeds until:
  - A. All improvements required by this Ordinance are installed to the specifications contained in Article VI of this Ordinance and other Township requirements and such improvements are certified by the Applicant’s Engineer; or,

B. Proposed developer's agreements and performance guarantee in accord with Section 503 and the Pennsylvania Municipalities Planning Code, Act 247 of 1968 as amended, have been accepted by the Board of Commissioners."

*A performance guarantee, per Section 503, must be provided prior to plan recordation. A construction cost estimate shall also be submitted for review. (Previous Comment) This comment has been acknowledged.*

26. Comment satisfied.
27. In accordance with Section 506.2.1, land development provisions for the private operation and maintenance of all development improvements "shall be in the form of deed covenants and restrictions clearly placing the responsibility of maintenance of all development improvements with the owner of the land development." *Ownership and maintenance of the proposed improvements must be in the form of deed covenants and restrictions. (Previous Comment) This comment has been acknowledged.*
28. In accordance with Section 509, "all applicants proposing any subdivision and/or land development requiring the installation of improvements as required by this Ordinance shall, prior to final plan approval by the Board of Commissioners, and if so directed by the Board of Commissioners, enter into a legally binding development agreement with the Township whereby the developer guarantees the installation of the required improvements in accord with the approved plan and all Township requirements." *A development agreement must be executed prior to plan recordation. (Previous Comment) This comment has been acknowledged.*
29. Comment satisfied.
30. Comment satisfied.
31. Comment satisfied.
32. Comment satisfied.
33. Comment satisfied.
34. Comment satisfied.
35. Comment satisfied.
36. Comment satisfied.
37. Comment satisfied.
38. Comment satisfied.
39. Comment satisfied.
40. Comment satisfied.

41. Comment satisfied.
42. Comment satisfied.
43. In accordance with Sections 615.3.B.2 and 615.3.B.5, the ends of all parking rows shall be divided from drives by 9-foot wide by 18-foot long planting islands consisting of a minimum of one (1) shade tree plus shrubs and/or ground cover sufficient to cover the area. *A planting island is required on the eastern end of the 4 space parking row behind the existing building. In addition, the plan shall be revised to clearly depict the land use between the 8 space parking row and the eastern addition of the existing building. (Previous Comment) The planting island and land use must still be provided on the plan. (Previous Comment) Waivers from Sections 615.3.B.2 and 615.3.B.5 were requested and were recommended for approval by the Planning Commission at its meeting held on August 27, 2018.*
44. In accordance with Section 615.4.C.4, “trees shall be planted at a ratio of at least one (1) tree per fifty (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.” *Six (6) street trees are required and none are proposed. The required street trees must be provided. (Previous Comment) A waiver is requested from Section 615.4.C.4 to permit the use of the existing evergreen tree row along Railroad Avenue as street trees. The request indicates the evergreen tree row exists along Railroad Avenue and there is insufficient room to plant street trees. We believe the existing evergreen tree row is acceptable and no additional street trees should be required. (Previous Comment) The Planning Commission recommended approval of the waiver request conditioned upon an inspection of the existing trees along the property frontage. Upon our observation, the existing row of evergreens are well-established and are acceptable. We do not believe additional street trees are required.*
45. Comment satisfied.
46. Comment satisfied.
47. Comment satisfied.
48. Comment satisfied.
49. Comment satisfied.
50. In accordance with Section 615.9.B.11, “a detailed cost estimate shall be submitted, showing the value of all proposed landscaping, including all labor and materials.” *A cost estimate must be provided. (Previous Comment) This comment has been acknowledged.*
51. Comment satisfied.
52. In accordance with Section 615.7.D.2, “landscaping shall be considered an improvement for the purposes of installation and provision of a performance guarantee in accord with this Ordinance. In addition, the Developer or landowner shall provide to the Township a performance guarantee equal to the amount necessary to cover the cost of purchasing, planting, maintaining, and replacing all vegetative materials for a period of eighteen (18) months

following the installation and approval of the landscaping.” *The required performance guarantee must be provided. (Previous Comment) This comment has been acknowledged.*

53. Comment satisfied.
54. 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”. *Note and Covenant 19 on Sheet 1 proposes a fee in-lieu-of open space. 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. The calculated fee in-lieu-of for 0.79 acres of disturbance is \$1,106.00. (Previous Comment) The Township shall determine if open space and/or recreational facilities shall be provided, or if a fee in-lieu-of will be accepted.*

55. Comment satisfied.

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

The proposed development is located within the McMichaels Creek Watershed and the B-2 Management District. The project site discharges to an unnamed tributary of the Pocono Creek which has a Chapter 93 Classification of High Quality Cold Water Fishery (HQ-CWF).

The Post Construction Stormwater Management Plan (report) considers the existing use as a fleet storage area which is identified as a Stormwater Hotspot in Table 304.1. We believe the truck and motor freight terminal use also includes fleet storage areas. Therefore, the groundwater recharge requirement is not applied, and the entire water quality volume must be treated.

56. Comment satisfied.
57. Comment satisfied.
58. Comment satisfied.
59. Comment satisfied.
60. Comment satisfied.

61. In accordance with Section 303.I.8.a, “a 50-foot buffer, measured perpendicular to and horizontally from the top-of-bank on all sides of any stream, shall be maintained on all sides of any stream, with the exception of the Pocono Creek, where the buffer shall be 75 feet, measured perpendicular to and horizontally from the top-of-bank on all sides of the Pocono Creek. In addition, where the 100 feet of land adjacent to the edge of a stream has an average upland slope greater than 5%, the minimum buffer width shall be increase by four feet for each percent of slope at or above 5%, subject to a maximum cumulative buffer of 100 feet. See

*Figure 303.1." The existing stream and required stream buffer must be provided on the plan. Permitted activities and disturbance within the stream buffer must be in accordance with Sections 303.I.8.b and 303.I.8.c. The proposed disturbed area of the stream buffer must be indicated on the plan. (Previous Comment) A waiver is requested from Section 301.G which states "where a development site is traversed by existing watercourses, drainage easements shall be provided conforming to the line of such watercourses. The terms of the easement shall conform to the stream buffer requirements contained in Section 303.I.7 of this Ordinance." The request states that a drainage easement conforming to the top of banks of the existing stream channel will be provided and that land on both sides of the channel are improved with asphalt and gravel driveways and parking areas and other structures. The proposed easement must be shown on the plan.*

*The sections listed under the Modifications on Sheet 1 are 303.I.8.a, 303.I.8.b, and 303.I.8.c. The request shall be updated to reflect these sections. (Previous Comment) The Planning Commission recommended approval of the requested waivers at its meeting held on August 27, 2018.*

62. In accordance with Section 306.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). Times of concentration for channel and pipe flow shall be computed using Manning's equation. *The time of concentration paths in support of the time of concentration calculations for "Rd Culvert", "Dep 1 DA", "Below Dep 1 to 18 CMP Pre", and Below Dep 1 to 18 CMP Post" must be provided. (Previous Comment) It appears the time of concentration paths are provided on the Pre- and Post-Drainage Area Plans; however they are difficult to read at the current scale. Further review will be completed upon receipt of 24-inch by 36-inch plans as required in Section 403.B. Refer to Comment 73. (Previous Comment) Legible drainage area plans are now provided. The time of concentration calculations have been reviewed and we have the following comments.*
  - a. *Chapter 3 of the Urban Hydrology for Small Watersheds, TR55 Manual requires a minimum time of concentration of 6 minutes. The time of concentration calculations utilized in the Development Area Pre and Development Area Post must be revised.*
  - b. *The time of concentration calculation for Dep 1 DA does not account for the path's entire length and must be revised.*
  - c. *The slopes and lengths utilized in the Below Dep 1 Non Development Area PRE and the Below Dep 1 Non Development Area Bypass time of concentration calculations do not appear correct and should be revised.*
  - d. *The Swale #1's time of concentration calculation does not appear correct and should be revised. In addition, the associated time of concentration path must be provided on the plan.*
63. Comment satisfied.
64. Comment satisfied.

65. Comment satisfied.
66. Comment satisfied.
67. Comment satisfied.
68. Comment satisfied.
69. Comment satisfied.
70. In accordance with Section 701.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 the Subdivision and Land Development Ordinance.” *The required performance guarantee must be provided prior to plan recording. (Previous Comment) This comment has been acknowledged.*
71. Comment satisfied.
72. In accordance with Section 703.A, “prior to approval of the site’s Stormwater Management Site Plan, the Applicant shall sign and record a Maintenance Agreement in the form and substance satisfactory to the Board of Commissioners, covering all stormwater control facilities that are to be privately owned.” *The required maintenance agreement must be provided prior to plan recording. (Previous Comment) This comment has been acknowledged.*

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

73. Comment satisfied.
74. Comment satisfied.
75. Comment satisfied.
76. Comment satisfied.
77. Comment satisfied.
78. Comment satisfied.
79. Comment satisfied.
80. Comment satisfied.
81. Comment satisfied.
82. Comment satisfied.
83. Details of the proposed Subsurface Detention Area must be provided on the plan. The detail

must show how the three (3) 36-inch HDPE pipes in the Subsurface Detention Area discharge stormwater to the proposed Detention Basin. *(Previous Comment)* Details are now provided on Sheet 8. Dimensions detailing the length, width, and depth of the proposed Subsurface Detention Area must be provided. In addition, Step 6 of the Construction Sequence on Sheet 6 references a 36-inch pipe while the basin detail on Sheet 8 and the Detention Basin Detail on Sheet 3 specify a 24-inch pipe. The plans must be revised accordingly. *(Previous Comment)* The Subsurface Detention Area is now detailed on Sheet 8. The invert elevation of the 24-inch HDPE pipe shown in the detail is inconsistent with that shown on Sheet 3. The plan must be revised accordingly.

84. Comment satisfied.

#### **MISCELLANEOUS COMMENTS**

85. Comment satisfied.

86. Comment satisfied.

#### **PLAN REVISION COMMENTS**

87. Comment satisfied.

88. Comment satisfied.

89. Comment satisfied.

90. Comment satisfied.

91. The land use areas utilized to calculate the curve number for the Below Dep 1 Non Development Area PRE and the Below Dep 1 Non Development Area Bypass drainage areas are inconsistent with those presented on the plan. The calculations or plan must be revised. *(New Comment)*

92. The pipe discharging to the proposed Subsurface Detention Area has been increased in size and now has a diameter of 24-inches. The increased size provides less than 12-inches of separation between the top of pipe and top of grate elevation and must be revised based upon the Pennsylvania Department's RC-45M. *(New Comment)*

93. The length along bearing N77°01'44"W, and the bearings and lengths along the easternmost and westernmost property lines are inconsistent between Sheet 1 and the submitted map check. The plans or map check shall be revised accordingly. *(New Comment)*

94. On Sheet 1, the waiver listed for Section 620.C.1 is no longer requested and shall be removed from the list of modifications. In addition, on Sheet 1, the reference to the Brodhead Creek Regional Authority under Approvals shall be revised to the Pocono-Jackson Joint Water Authority. *(New Comment)*

95. On Sheet 3, the box invert elevation must be revised to account for the new 24-inch diameter pipe. The box invert elevation shall be set below the pipe invert by 2.5 to 3 times the pipe

diameter in order to accommodate for the proposed snout. *(New Comment)*

96. On Sheet 4, the proposed 61 evergreen trees should be provided in the Landscape Requirements Schedule for Section 615.2. *(New Comment)*
97. A planting detail in support of the proposed evergreen trees must also be provided on Sheet 4. *(New Comment)*
98. On Sheet 6, Reference Note 1 and Standards E&S Note 23 both reference the Erosion and Sediment Pollution Control Plan Narrative. The notes shall be revised for consistency. *(New Comment)*

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 nature of the comments, the receipt of a revised plan submission may generate new comments.

In order to facilitate an efficient re-review of revised plans, the Design Engineer shall 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 Preliminary/Final Land Development Plan.

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  
         Wesley Wojtanowicz, Pocono Logistics – Property Owner/Applicant  
         Sean F. Policelli, P.E., Gilmore & Associates, Inc. – Applicant’s Engineer  
         Melissa E. Prugar, P.E. – Boucher & James, Inc.