



POCONO TOWNSHIP COMMISSIONERS  
AGENDA

October 21, 2024 | 6:00 p.m.  
112 Township Drive, Tannersville, PA

**Dial-In Option: 646 558 8656**

**Meeting ID: 892 102 5946**

**Passcode: 18372**

**Zoom Link:**

**<https://us06web.zoom.us/j/8921025946?pwd=Q1VtaFVkVEpRWtUvdIFrSHJ1cE1TdZ09>**

**Open Meeting**

**Pledge of Allegiance**

**Roll Call**

**Public Comment**

*For any individuals wishing to make public comment tonight, including those dialed in by phone, please state the spelling of your name and identify whether you are a taxpayer of Pocono Township.*

*Please limit individual comments to five (5) minutes and direct all comments to the President. Public comment is not for debate or answering questions, rather it is for "comment on matters of concern, official action or deliberation...prior to taking official action" [PA Sunshine Act, Section 710.1].*

**Announcements**

A work session was held on October 15<sup>th</sup> and prior to this meeting for the 2025 Budget.

**Hearings** - None

**Presentations** - None

**Resolutions**

Resolution 2024- Motion to grant conditional approval of 140 Rose Street LDP# 1433 Terrery Dentistry. **(Action Item)**

**Consent Agenda**

- Motion to approve a consent agenda of the following items:
  - Old business consisting of the minutes of the October 7, 2024 regular meeting.
  - General Fund budget adjustments in the amount of \$7,650.00 for the purpose of providing additional funding for the following line items. To cover future expenditures.

- Sewer Operating adjustments in the amount of 14,000.00 for the purpose of providing funding to cover future expenditures.
- Financial transactions through October 17, 2024 as presented, including ratification of general fund expenditures, sewer operating expenditures and gross payroll, vouchers payable, sewer operating expenditures, construction fund expenditures, and capital reserve expenditures totaling \$969,813.54. **(Action Items)**

## **NEW BUSINESS**

### **Commissioner Comments**

Richard Wielebinski – President

- Motion to purchase (1) Cross Country 21' Tilt Deck Equipment Trailer from Stevenson Equipment (Costars Vendor) for \$13,040.00 as listed in the 2024 capital budget. **(Possible Action Item)**
- Motion to release \$11,137.53 of the Escrow for construction costs to Cherry Lane Development Partners for the Wawa #8187, 2977 Route 611, Tannersville. **(Possible Action Item)**
- Motion to authorize the township solicitor to advertise a Knox Box Ordinance for hearing on 11/18/2024. **(Possible Action Item)**
- Motion to advertise Ordinance 2024-05 for the purposes of the Volunteer Special Tax Credit for a scheduled hearing date of 11/18/2024 **(Possible Action Item)**
- Motion to advertise Ordinance 2024-06, for No Parking S.R. 611 along the entire frontage of the property known as Monroe County Parcel Number 12.9.1.73 **(Possible Action Item)**
- Motion to approve the Land Development Waiver for MTG Accounting LLC **(Possible Action Item)**
- Motion to approve the Land Development Waiver for Sanofi Pasteur – B53 Exterior Freezer Replacement **(Possible Action Item)**
- Cranberry Creek Road Update

Natasha Leap – Vice President

Ellen Grandt – Commissioner

- Update – SBA Cell Tower
- Update – Solar Field
- Update - Kennel
- Motion to have Public Works transport 2 tandem loads of road millings to Ruby Lane as a donation from JDM. (Millings are from Pocono Township, following DEP standards). **(Possible Action Item)**

Mike Velardi – Commissioner

Brian Winot – Commissioner

### **Reports**

**Zoning Report – (See Attached)**

**Police Report –**

### **Township Manager's Report**

- Update Emergency Management – Hazard Mitigation update
- Update Green Light Go
- NCC Update
- Kenny's Way Update
- Update – Old Learn Farm ribbon cutting ceremony October 25<sup>th</sup> at 1:00 P.M.
- PFM Update

### **Public Works Report /Sewer Report**

- Sewer Business Update
- MCTI Sewer Connect
- Current Public Works Projects
- Culvert Pipe on Dorey Place needing to be replaced
- Parks Update

### **Events Coordinator**

- Veterans Memorial Highway Flags
- Park Board Update
- October 27, 2024 Trunk or Treat
- December 6, 2024 Tree Lighting

### **Township Engineer Report**

- Sewer Business Update
- Learn Road safety enhancement project and roundabout survey work
- TASA Project
- TLC walking bridge

#### **Township Solicitor Report**

- Sewer Business Update
- Motion to advertise hearing for Knox Box Ordinance (***Possible Action Item***)
- Nuisance Ordinance Update
- General legal update
- Update – Archer Lane
- Learn Road Easement Process

### **Public Comment**

*For any individuals wishing to make public comment tonight, including those dialed in by phone, please state the spelling of your name and identify whether you are a taxpayer of Pocono Township. Please limit individual comments to five (5) minutes and direct all comments to the President.*

### **Adjournment**

\*Plan Status Spreadsheet Attached\*

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

**RESOLUTION NO. 2024-34**

**A RESOLUTION GRANTING CONDITIONAL  
PRELIMINARY/FINAL LAND DEVELOPMENT PLAN APPROVAL FOR  
TERRERY DENTISTRY – DENTAL OFFICE**

**WHEREAS**, the applicant, Michael Terrery Dentistry PC, submitted a plan application titled “Preliminary/Final Land Development Plan for Terrery Dentistry” (the “Plan”). The applicant proposes to convert the existing office building into a dental office by demolishing approximately 120 square feet of the existing building and approximately 993 square feet of sidewalk and parking area, constructing a 770 square foot addition to the existing building to be utilized as office space, and constructing a 480 square foot garage. The property is located in the C – Commercial Zoning District; and

**WHEREAS**, the Township Engineer has reviewed the Plan and offered comments in his letters dated October 8, 2024 and October 15, 2024; and

**WHEREAS**, the Pocono Township Planning Commission recommended the conditional plan approval of the Plan at a meeting held on October 15, 2024; and

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

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

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

1. SALDO Sections 390-43.A.(6).(c).(4).: The applicant shall not commence clearing or earth disturbance on a site before completion of subdivision or land development agreements. *The applicant shall be permitted to commence clearing or earth disturbance prior to completing and recordation of the land development agreements.*
2. SALDO Section 390-29.F: Site Constraints Map. *Applicant shall not be required to provide a site constraints map.*
3. SALDO Section 390-29.G: Existing Resources and Site Analysis Plan: *The applicant shall not be required to provide an existing resource and site analysis plan.*
4. SALDO Section 390-29.H: Resource Impact & Conservation Analysis: *The applicant shall not be required to provide a resource impact and conservation analysis.*

5. SALDO Section 390-43.A.(6).(f): Submission of a PNDI (Pennsylvania Natural Diversity Inventory) for rare or endangered plants and animals. *The applicant shall not be required to provide a PNDI.*
6. SALDO Section 390-55.D.(1)(a): Street Trees: Street trees are required along all existing streets and abutting or within the proposed subdivision or land development. Trees shall be planted at a ratio of one tree per 50 linear feet of frontage. *The applicant shall not be required to plant street trees since there are three (3) existing trees and woodlands on the property.*
7. SALDO Section 390-55.F.(3): Property line buffers are required for all nonresidential development. *The applicant shall not be required to install property line buffers since there are existing woods and trees that will remain.*

That the following requests for modification from the Stormwater Management Ordinance are hereby granted:

1. SMO Section 365-4.E.(6).: The proposed redevelopment is a regulated activity. Any redevelopment that does not increase the runoff must still comply with water-quality and stream-bank erosion, groundwater recharge, infiltrations and bioretention. *The existing subdivision that was previously designed contains a detention pond which controls the stormwater runoff from the site. 0.003 acres of new impervious area will not have any impacts to the existing pond or stormwater runoff. The applicant will remove a portion of the parking lot and replace it with a garage. The additional roof area has better water-quality benefits than the parking lot area that was eliminated (no oils, etc.).*

That the “Preliminary/Final Land Development Plan for Terrery Dentistry” as shown on the plan prepared by D & D Engineering & General Construction, LLC, dated September 4, 2024, as revised, be hereby approved with the following conditions and provided the plan is revised as follows, subject to the review and approval of the Township Engineer and/or Township Solicitor:

1. The applicant shall comply with all of the conditions and requirements identified in the Township Engineer’s letters dated October 8, 2024 and October 15, 2024.
2. The applicant shall enter into an Improvements Agreement with the Township and provide appropriate security, if deemed necessary by the Township.
3. The applicant shall enter into a Maintenance Agreement with the Township and provide appropriate security, if deemed necessary by the Township.
4. The applicant shall enter into a Stormwater Management and Maintenance Agreement with the Township, if deemed necessary by the Township.

5. The applicant shall pay all necessary fees associated with the Plan, including any outstanding plan account charges and all professional services fees, prior to the recording of the Plan.
6. The applicant shall obtain all required permits and approvals from other governmental and regulatory agencies prior to presenting the Plan for signatures.
7. The applicant shall provide the requisite number of plans which are signed and notarized by the owner and sealed by the engineer.
8. The applicant shall meet all conditions of the plan approval, and Plan shall be recorded within twelve (12) months of Conditional Plan approval, and agrees that if such conditions are not met, the Conditional Plan approval will be considered void.
9. The applicant shall accept these conditions in writing within five (5) days of receipt of the Board of Commissioners Resolution, otherwise the Plan is denied.

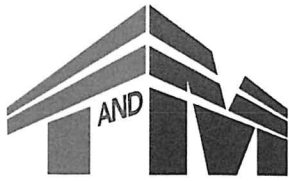
**RESOLVED** at a duly constituted meeting of the Board of Commissioners of the Township of Pocono the \_\_\_\_\_ day of \_\_\_\_\_, 2024.

ATTEST:

Township of Pocono  
Board of Commissioners

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

By: \_\_\_\_\_  
Print Name: Richard Wielebinski  
Title: President



YOUR GOALS. OUR MISSION.

October 15, 2024

Pocono Township Planning Commission  
112 Township Drive  
Tannersville, PA 18372

**SUBJECT: TERRERY DENTISTRY, 140 ROSE STREET, LLC  
PRELIMINARY/FINAL LAND DEVELOPMENT PLAN REVIEW NO. 2  
POCONO TOWNSHIP, MONROE COUNTY, PENNSYLVANIA  
POCONO TOWNSHIP LDP NO. 1433, T&M PROJECT NO. POCO-R0920**

Dear Planning Commission Members:

Pursuant to the Township's request, we have performed our second review of the Preliminary/Final Land Development Plan Application for Terrery Dentistry. The submitted information consists of the following items.

- Response letter prepared by D&D Engineering & General Construction, LLC, dated October 13, 2024.
- Waiver Request Letter prepared by D&D Engineering & General Construction, LLC, dated October 14, 2024.
- Cost estimate dated October 14, 2024.
- Title search dated December 13, 2023.
- Architectural plans (6 sheets) prepared by Sepideh Maleki Architect, PC, dated January 29, 2024, revised February 29, 2024.
- Preliminary/Final Land Development Plan (8 sheets) prepared by D&D Engineering & General Construction, LLC, dated September 4, 2024, revised October 13, 2024.

### **BACKGROUND INFORMATION**

The Applicant, Michael Terrery Dentistry PC, is proposing a land development at property located on the eastern side of the Rose Street cul-de-sac.

The existing property has an area of 1.179 acres, is located within the C, Commercial Zoning District, and is part of the Hillside Business Park located along the eastern side of S.R. 0611. The existing property includes an office building with a 33 space parking lot taking access from Rose Street. The existing office building is served by on-lot well and on-lot sewage disposal. The remainder of the property consists of lawn and woodlands.

The proposed development will convert the existing office building into a dental office to support Terrery Dentistry previously located at Fountain Court. The proposed improvements include:



- Demolition of 120 square feet  $\pm$  of the existing building and approximately 993 square feet of sidewalk and parking area.
- Construction of a 770 square foot building addition to be utilized as office space.
- Construction of a 480 square foot garage (2 parking spaces).
- Modification of the existing parking lot with a reduction of parking spaces. The proposed number of surface parking spaces is 29.

The proposed use will continue being served by the existing on-lot well and on-lot sewage disposal system. The limit of disturbance will be 0.13 acres.

A business or professional office is a Principal Permitted Use within the C, Commercial Zoning District.

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

### **ZONING ORDINANCE COMMENTS**

1. Comment 1 from Review No. 1 satisfied.

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

Waivers are requested from sections of the Subdivision and Land Development Ordinance as discussed in Comments 3, 4, 5, 9, 10, 11, and 12.

2. In accordance with Section 390-19.F.(6)(c), “the applicant shall be responsible for submission of the plan and all required supporting documentation to the Monroe County Planning Commission, the Monroe County Conservation District, PennDOT, and all other governing agencies”. *Submissions to and correspondences with the Monroe County Planning Commission shall be provided to Pocono Township. (Comment 2 from Review No. 1) A submission to the Monroe County Planning Commission was made September 18, 2024.*
3. In accordance with Section 390-29.F, 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 USGS. maps), stream valleys, wetland complexes (from maps published by the United States Fish and Wildlife Service or the USDA Natural Resources Conservation Service), woodlands over 1/2 acre in area (from aerial photographs), ridgelines, public roads and trails, utility easements and rights-of-way, public land, and land protected under conservation easements.” *(Comment 3 from Review No. 1) A waiver from Section 390-29.F is being requested.*
4. In accordance with Section 390-29.G, “for all land developments, an existing resources and site analysis shall be prepared to provide the developer and the municipality with a comprehensive



analysis of existing conditions, both on the proposed development site and within 500 feet of the site. Conditions beyond the parcel boundaries may be described on the basis of existing published data available from governmental agencies, and from aerial photographs. The Planning Commission shall review the plan to assess its accuracy, conformance with municipal ordinances, and likely impact upon the natural and cultural resources on the property.” The information listed in Subsections (1) through (12) shall be included. ***(Comment 4 from Review No. 1) A waiver from Section 390-29.G is being requested.***

5. In accordance with Section 390-29.H, a Resource Impact and Conservation Analysis is required. ***(Comment 5 from Review No. 1) A waiver from Section 390-29.H is being requested.***
6. In accordance with Section 390-29.J.(2), the submission shall include “exterior elevations of any proposed buildings including at least the front and side elevations”. ***Proposed building elevations shall be submitted for review. (Comment 6 from Review No. 1) Architectural plans are provided with this submission.***
7. Comments 7 and from Review No. 1 satisfied.
8. In accordance with Section 390-32.B.(2), no final plan shall be signed by the Board of Commissioners for recording in the office of the Monroe County Recorder of Deeds until proposed developer's agreements and performance guarantee in accord with § 390-35 and the Pennsylvania Municipalities Planning Code, Act 247 of 1968 as amended, have been accepted by the Board of Commissioners”. ***All agreements shall be executed, and financial security posted prior to plan recordation. A construction cost estimate shall be submitted for review. (Previous Comment 9 from Review No. 1) A cost estimate has been provided with this submission and will be reviewed under separate cover.***
9. In accordance with Section 390-43.A.(6)(c)[4], “no clearing or earth disturbance (except for soil analysis for proposed sewage disposal systems) shall be permitted on a site before the completion of subdivision and land development agreements. The determination of sight distance clearances along roadways shall be made graphically and not by clearing on site prior to final plan approval.” ***(Previous Comment 10 from Review No. 1) A waiver from Section 390-43.A.(6)(c)[4] is being requested.***
10. In accordance with Section 390-43.A.(6)(f), “natural areas containing rare or endangered plants and animals, as well as other features of natural significance exist throughout the Township. Some of these have been carefully documented (e.g., by the Statewide Natural Diversity Inventory), whereas for others, only the general locations are known. Subdivision applicants shall take all reasonable measures to protect significant natural areas and features either identified by the Township Map of Potential Conservation Lands or by the applicant's existing resources and site analysis plan by incorporating them into proposed conservation open space areas or avoiding their disturbance in areas proposed for development.” ***The required PNDI search shall be submitted, or a waiver will be required. (Previous Comment 11 from Review No. 1) A waiver from Section 390-43.A.(6)(f) is being requested.***
11. In accordance with Section 390-55.D.(1)(a), street trees are required along all existing streets abutting or within the proposed subdivision or land development. Per Section 390-55.D.(3)(d), “trees shall be planted at a ratio of at least one tree per 50 linear feet of frontage or fraction thereof.



Trees shall be distributed along the entire frontage of the property, although they need not be evenly spaced.” *Four (4) street trees are required along Rose Street (168-feet ±). One (1) deciduous and two (2) evergreen trees exist within 15-feet of the street right-of-way (Section 390-55.D.(3)(a)), and woodlands exist at the southern corner of the property.*

In accordance with Section 390-55.D.(2), “the street tree requirement may be waived by the Township where existing vegetation is considered sufficient to provide effective screening and to maintain scenic views of open space, natural features, or other valued features”. *The required street trees shall be provided, or a waiver will be required. (Previous Comment 12 from Review No. 1) A waiver from Section 390-55.D.(1)(a) is being requested.*

12. In accordance with Section 390-55.F.(3), property line buffers are required for all nonresidential development. The following buffers are required per Table 390-55-1.
- Ten (10) foot wide low intensity buffers are required along the western and eastern property lines shared with Parcel Nos. 12.94231 and 12.94229, respectively (commercial).
  - A 20-foot wide high intensity buffer is required along the northern property line shared with Parcel No. 12.6A.2.16 (residential).
  - A 20-foot wide medium intensity buffer is required between the parking lot and the Rose Street Right-of-Way.

*The required buffers shall be provided. Alternatively, and per Section 390-55.F.(3)(g), “existing healthy trees, shrubs, or woodlands may be substituted for part or all of the required plants with the approval of the Township. The minimum quantities and/or visual effect of the existing vegetation shall be equal to or exceed that of the required buffer as determined by the Township.” (Previous Comment 13 from Review No. 1) A waiver from Section 390-55.F.(3) is being requested.*

### **STORMWATER MANGEMENT ORDINANCE COMMENTS**

A waiver is requested from the Stormwater Management Ordinance as discussed in Comment 13.

13. In accordance with Section 365-4.E.(6), the proposed redevelopment is a regulated activity. “Any redevelopment that does not increase the runoff must still comply with § 365-10, Water quality and stream-bank erosion, and § 365-11, Groundwater recharge, infiltration and bioretention.” *No stormwater management is proposed, and a waiver is required.*

*The decrease in impervious area by demolishing the existing sidewalk and portions of the parking area and the addition to the existing building and of the proposed garage creates a negligible increase in impervious area (0.003 acres). (Previous Comment 14 from Review No. 1) A waiver from Section 365-4.E.(6) is being requested.*

### **MISCELLANEOUS COMMENTS**

14. Previous Comments 15 through 17 from Review No. 1 satisfied.



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

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

Sincerely,

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

JST/meh

cc: Jerrod Belvin – Township Manager  
Lindsay Scerbo – Township Zoning Officer  
Leo DeVito, Esq. – Township Solicitor  
Lisa Pereira, Esq. – Broughal & DeVito, LLP  
140 Rose Street, LLC – Owner/Applicant  
Deanna L. Schmoyer, P.E. – D&D Engineering & General Construction, LLC, Applicant's Engineer  
Amy R. Montgomery, P.E. – T&M Associates  
Melissa E. Hutchison, P.E. – T&M Associates

701 Main Street, Suite 405  
Stroudsburg, PA 18360

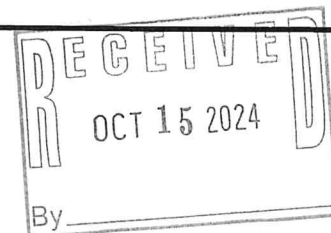


Phone: 570-517-3100  
Fax: 570-517-3858  
mcpc@monroecountypa.gov  
www.monroecountypa.gov

## MONROE COUNTY PLANNING COMMISSION

October 10, 2024

Jerrold Belvin, Township Manager  
Pocono Township Municipal Building  
112 Township Drive  
PO Box 197  
Tannersville, PA 18372



Re: Terrery Dentistry  
Land Development Plan  
Pocono Township  
MCPC Review #176-24

Dear Mr. Belvin:

The above cited plan was reviewed by Eric Koopman, Lead Senior Planner, and Nathan S. Oiler of RKR Hess, a Division of UTRS, on behalf of the Monroe County Planning Commission. You will find their comments enclosed.

All comments are preliminary and will be acted upon by the Planning Commission at its regular meeting on November 12, 2024 at 5:00 p.m. at the Monroe County Planning Commission. This action is in keeping with the Planning Commission's review policy and allows the municipalities and other interested parties to respond to the review comments before the Planning Commission's public meeting.

If these comments are not amended and are found to be acceptable by the Board at the next meeting, they should be considered to be approved as enclosed.

If you have any questions or if we can be of further service to you, please feel free to contact me.

Sincerely yours,

Christine Meinhart-Fritz  
Director

CMF/ebk

cc: Deanna Schmoyer, D&D Engineering

701 Main Street, Suite 405  
Stroudsburg, PA 18360



Phone: 570-517-3100  
Fax: 570-517-3858  
[mcpc@monroecountypa.gov](mailto:mcpc@monroecountypa.gov)  
[www.monroecountypa.gov](http://www.monroecountypa.gov)

## ***MONROE COUNTY PLANNING COMMISSION***

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TO: Christine Meinhart-Fritz, Director  
FROM: Eric Koopman, Lead Senior Planner  
DATE: October 10, 2024  
SUBJECT: Terrery Dentistry  
Land Development Plan  
Pocono Township  
MCPC Review #176-24

This 1.18 acre project is located at the terminus of Rose Street, approximately 900 feet north of its intersection with State Route 611. The plan proposes to remove a portion of an office building in order to convert the structure into a dentistry office and construct a 770 square foot building addition, a 480 square foot garage, and various other site improvements. This site is currently developed and contains an existing office building. This site is currently served by on-lot water and sewage disposal systems and located in a Commercial (C) zoning district, in which the proposed use is permitted.

The above mentioned land development plan has been reviewed on the basis of generally accepted planning principles and environmental concerns. The following comments are offered:

1. The applicant is requesting several waivers concerning earth disturbance, site constraints mapping, site analysis plan, and resource impact analysis. The applicant's justification states that site modification will be minor. Such requests appear reasonable.
2. There is a discrepancy between the plan and MCPC Review Checklist concerning the area of the proposed garage. According to the checklist, the structure is to be 440 square feet while the plan indicates the area is to be 480 square feet. This actual area should be confirmed.
3. It should be noted that there are existing residential dwellings located to the rear of the site. The Township should confirm that buffers, landscaping, and existing vegetation will be adequate to mitigate potentially negative impacts between these properties.
4. Township should ensure the plan meets specific requirements for medical/dental clinics (Pocono Township Zoning Ordinance §470-74).
5. According to the Trip Generation Report published by the Institute of Transportation Engineers, 11<sup>th</sup> Edition (2021), for Medical-Dental Office Building (ITE 720, page 761), approximately 154 weekday trip ends will be generated using a total building area of 4,275 square feet. This data should be carefully considered and if warranted, appropriate measures to mitigate traffic impacts should be incorporated into the project.

6. It is recommended that the Township collaborate with the Fire Department in order to review the development along with the fire safety measures being proposed.
7. The status of any required Township driveway permits for the proposed plan is unknown.
8. The site is to utilize existing on-lot water supply and sewage disposal systems. The Township should confirm that these systems are adequate to serve the proposed expansion.
9. A truck turning and loading plan was included with the submitted materials. The Township should ensure that access and circulation for large vehicles is adequate.
10. A landscaping and lighting plan was included with the submitted materials. The Township should confirm that proposed lighting and landscaping conforms to local ordinances.
11. The plan states that there are no sensitive environmental features aside from areas of steep slopes, however a slope easement exists on this site that is not proposed to be impacted. Construction activities should be kept as far from such areas as feasible.
12. A dumpster pad location is indicated on the plan. It is recommended that the dumpster area be properly screened to create a visual buffer with appropriate materials.
13. The proposed project does not affect any areas of importance identified in the Monroe County Natural Areas Inventory, 1991 and the Updated Inventory, 1999.
14. It should be noted that a Pennsylvania Natural Diversity Inventory (PNDI) review was not submitted by the owner/developer. Potential impacts are unknown.
15. It is recommended that the applicant/developer prepare a snow removal plan in order to maintain efficient, orderly, and safe traffic flow during the winter season.
16. This project is generally consistent with the Hamilton, Stroud, and Pocono Township, and Stroudsburg Borough Regional Comprehensive Plan Draft, January 2022, in terms of land use.
17. The proposed project is generally consistent with the Monroe County Comprehensive Plan, December 2014 with respect to upgrading an existing county business.
18. The recommendation made by Nathan S. Oiler of R.K.R. Hess in his review dated October 9, 2024 is concurred with.

It is recommended that approval of this plan be conditioned upon the above listed comments being satisfactorily addressed, the plan achieving compliance with applicable Township ordinances, and the Township Engineer's review.

This review is subject to the approval of the Monroe County Planning Commission at its next regularly scheduled meeting.

October 9, 2024  
Project No. 10230.252

Monroe County Planning Commission  
Monroe County Administrative Center  
701 Main Street, Suite 405  
Stroudsburg, PA 18360

**ATTENTION: MS. CHRISTINE MEINHART-FRITZ, DIRECTOR**

**SUBJECT: PRELIMINARY/FINAL LAND DEVELOPMENT PLANS – TERRERY DENTISTRY  
APPLICANT/PROPERTY OWNER: MICHAEL TERRERY DENTISTRY PC  
POCONO TOWNSHIP**

Dear Ms. Meinhart-Fritz:

The project site is located on a 1.18-acre site at 140 Rose Street, Pocono Township, PA. The property currently has an existing office building, septic, parking, and stormwater management facilities. Existing access to the site is provided by a driveway to Rose Street. The project proposes constructing a building addition with a building footprint of 770 S.F. and a garage with a building footprint of 480 S.F. Site improvements include landscaping.

A small portion of the existing building, sidewalk and planting strip located between the parking lot and the building is proposed to be removed and replaced with landscaping.

We have reviewed a seven (7) page set of Preliminary/Final Land Development Plans prepared by D&D Engineering & General Construction, LLC. located in Stroudsburg, PA.

This submittal was reviewed in accordance with generally accepted engineering and planning practices and the guidelines established by the Monroe County Planning Commission. We offer the following comments based on the information submitted:

#### **ZONING AND COMPATIBILITY WITH SURROUNDING USES**

1. The project is in the C, Commercial Zoning District. A Dentist Office (Professional Office) is a permitted use in this zoning district.
2. The proposed building addition is located to the south side of the existing office building between the existing building and the existing parking lot. The proposed garage is located on the southerly limit of the existing parking lot. The property is adjoined by an existing building located in the C zoning district to the south. The property is adjoined by residential homes located in the R1 zoning district to the east. The property is adjoined by Rose Street to the west. The property to the west across Rose Street is undeveloped located in the C zoning district. The property to the north is undeveloped and is located in the C zoning district.

The closest residential home to the proposed building addition and proposed garage is approx. 200 feet to the east.

3. An analysis of compliance with zoning requirements such as setbacks and parking has been provided in the application indicating the proposed development complies with zoning requirements.

#### **LOT ACCESS, LAYOUT AND PARKING**

4. Vehicular access to the project is proposed to be provided by an existing full access driveway which provides access to Rose Street. Rose Street is a Private Road. No improvements are proposed to the existing driveway.
5. Turning templates indicated on the site plan show a single unit delivery truck.
6. The plans show 33 existing parking spaces including 2 ADA ramps. The plan proposes to decrease the number of parking spaces to 31 parking spaces including 2 ADA spaces. The parking analysis indicates that 15 parking spaces are required. Based on the parking analysis on the plans, the parking spaces proposed will be meet the requirements of the Township Ordinance.
7. A lighting plan has been provided. The Township should confirm that any proposed lighting meets the requirements of the Township Ordinance.

#### **WATER SUPPLY AND WASTEWATER DISPOSAL**

8. Water service is provided by an existing on lot well. The plans state that there will no increase in employees so the existing well will be sufficient. Copies of DEP permits for the public water supply permit should be provided.
9. Sewer service is provided by an existing on lot sewage disposal bed. The plans state that the existing sewage bed was designed for 400 GPD and that office building currently uses 200 GPD. The Township SEO should confirm the existing sewage disposal system is adequate for the proposed use.
10. The site of the sanitary sewage reserve area appears to be in a steep slope area and within the 100 foot well setback.
11. The local fire company should review truck access to the site and fire protection provisions.

#### **STORMWATER MANAGEMENT**

12. The plans state that the proposed earth disturbance is 0.13 acres.
13. The Post Construction Stormwater Management Summary states that the proposed building addition and proposed garage will provide a net increase in impervious less than 0.003 acres. The summary states that since the increase of impervious is negligible and will not have any impacts on the existing detention basin, a stormwater management plan is not required.

14. The lot discharges to the existing inlet/stormwater conveyance systems located on Rose Street which eventually discharges into the existing detention basin within the subdivision. The detention basin was designed as part of the original subdivision approvals.

#### **ENVIRONMENTAL CONCERNS AND OTHER COMMENTS**

15. The site does not lie within the FEMA 1% chance floodplain limits as depicted on the latest (FIRM) Flood Insurance Rate Map.
16. The MCPC checklist indicates that there are steep slopes on the project site and these steep slopes will not be impacted by the proposed construction. A steep slope easement exists on the lot and is not impacted by this development.
17. The MCPC checklist indicates that there are no wetlands on the project site.
18. The MCPC checklist indicates that there are no Prime AG soils on the project site.
19. The MCPC checklist indicates that there are no hydric soils on the project site.
20. A Pennsylvania Natural Diversity Index (PNDI) search was not provided. The MCPC checklist notes that a PNDI search indicated no known potential impacts to threatened or endangered species and/or special concern species and resources are anticipated by the project.
21. A landscape plan has been provided. The landscape plan states that all existing trees will remain except the one landscape tree located where the garage is proposed. There is a buffer of existing evergreen trees located along the east property line (property line that borders the R1 zoning district). Compliance with minimum Township standards must be confirmed.
22. The applicant has provided a list of SALDO Modifications based on the limited scope of the project. These modifications include:
  - Relief from clearing or earth disturbance on site prior to completion of subdivision of land development agreements (Section 390-43. A. (6). (c). (4)).
  - Relief from providing site constraints map (Section 390-29.F).
  - Relief from providing existing resources and site analysis plan (Section 390-29.G).
  - Relief from providing resource impact and conservation analysis (Section 390-29.H).

These should be reviewed by the Township to confirm that these modifications meet the intent of the ordinance based on the specific conditions on this site.

23. A small rock 3-foot-high retaining wall is proposed behind the proposed garage.
24. All certifications must be executed on the plans prior to final approval.



25. Compliance with Township Building Codes and ADA requirements should be confirmed.

We recommend these comments be accepted and forwarded to the Township for consideration prior to action on the plan applications.

Respectfully submitted,

**R.K.R. Hess, A Division of UTRS, INC.**

A handwritten signature in black ink, appearing to read "N. S. Oiler".

Nathan S. Oiler, P.E.  
Director of Land Development Engineering Services

**Pocono Township Board of Commissioners  
Regular Meeting Minutes  
October 7, 2024 | 6:00 p.m.**

The regular meeting of the Pocono Township Board of Commissioners was held on October 7, 2024 and was opened by President Richard Wielebinski at 6:14 p.m. followed by the Pledge of Allegiance.

**Roll Call:** Ellen Gndt, present; Natasha Leap, absent; Mike Velardi, present; Brian Winot, present. Rich Wielebinski, present.

**In Attendance:** Patrick Briegel, Public Works Director; Leo DeVito, Township Solicitor; Jon Tressler, Engineer; Jennifer Gambino, Events Coordinator; Jerrod Belvin, Township Manager, James Wagner, Chief of Police, Lindsay Scerbo, Zoning Admin.

**Public Comment**

Lonnie Lipper (Resident) – Expressed his concern regarding the township stepping back due to legal position regarding the firearms discharge.

The township solicitor, L. DeVito, explained in depth the process, research and reasons behind the townships position at this time. E. Gndt added that the residents are still encouraged to contact the police should they feel the need.

Lonnie Christian (Resident) – Raised concerns regarding proposed ordinances that restrict hunting on private property and the lack of self-defense provisions.

Cheryl Parks (Resident) – Expressed her concerns regarding the monetary impact, property values and use of her property due to the Kennel's non-compliance, including missed opportunities for road repairs and increased traffic.

**Announcements**

The board held a work session prior to this meeting for the 2025 budget along with an executive session for litigation.

**Resolutions**

R. Wielebinski made a motion, seconded by E. Gndt, to approve Resolution 2024-27 to accept the application of the LSA County Grand in the amount of \$250,000.00 for flood mitigation and drainage on Lower Lake Road. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by M. Velardi, to approve Resolution 2024-28 Granting an extension of time to satisfy conditions of the plan approvals of the GROSSI Major Subdivision plan. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by N. Leap, to approval Resolution 2024-29 Granting Conditional approval of the lot consolidation plan for 2219 White Court. Discussion regarding total acreage. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by E. Gndt, to approve Resolution 2024-30 appointing Regina Zuvich, Fiscal Administrator, as Pocono Townships Liaison for Berkheimer. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by B. Winot, to approve Resolution 2024-31 supporting the Pennsylvania commission for the United States Semi Quincentennial (America250PA). All in favor. Motion carried.

R. Wielebinski made a motion, seconded by B. Winot, to approve Resolution 2024-32 granting Conditional approval of the lot line adjustment plan for 3180 Route 611 – Fountain Court (LDP#1429). All in favor. Motion carried.

### **Consent Agenda**

- Old business consisting of the minutes of the September 16, 2024 meeting.
- General Fund budget adjustments in the amount of \$6,500.00 for the purpose of providing additional funding for the following line items. To cover future expenditures.
- Sewer Operating adjustments in the amount of \$13,500.00 for the purpose of providing funding to cover future expenditures.
- Financial transactions through October 02, 2024 as presented, including ratification of general fund expenditures, sewer operating expenditures and gross payroll, vouchers payable, sewer operating expenditures, construction fund expenditures, and capital reserve expenditures totaling \$1,448,785.52.

R. Wielebinski made a motion, seconded by B. Winot, to approve the consent agenda. All in favor. Motion carried.

### **NEW BUSINESS –**

#### **Commissioner Comments**

##### **Richard Wielebinski – President**

- R. Wielebinski made a motion, seconded by N. Leap, to accept Trick-or-Treating hours for Thursday October 31, 2024 between 5:00p.m.thru 8:00p.m. All in favor. Motion carried.
- R. Wielebinski made a motion, seconded by M. Velardi, to have L. DeVito review the contract from Kimmel Bourgette for Architectural, Engineering & Project Management for the Police Wing of the former NCC building totaling \$159,500.00 to be invoiced monthly as construction proceeds. Discussion. All in favor. Motion carried.
- R. Wielebinski made a motion, seconded by M. Velardi, to have the township engineer and the Road Supervisor review 719 Cranberry Rd, to place a speed table if feasible. All in favor. Motion carried.
- R. Wielebinski made a motion, seconded by N. Leap, to advertise Ordinance 2024-05 for the purposes of the Volunteer Special Tax Credit for a scheduled hearing date of November 18, 2024. Discussion, All in favor. Motion carried.

##### **Natasha Leap – Vice President**

##### **Ellen Gndt – Commissioner**

- Update – SBA Cell Tower – The applicant has given a 60-day extension to the township for review. They have hired a new engineer.
- Update – Solar Field – Nothing new on the solar field since the last BOC meeting. No new plan has been received as of yet.
- Update – Kennel – Residents comments at the beginning of the meeting sums up the status.
- E. Gndt made a motion, seconded by B. Winot, to accept the PTPD drone program as presented utilizing funds from PMVB 20K, to accept donation of 2 interior drones from Sanofi, 10K in community donations and police budge (\$1,913) & to purchase (1) DJI M#)t for \$14,505.00 & (1) DJI Mavic 3 for \$16,913.98 authorizing the township manager to sign the MOU as approved by Labor Council. All in favor. Motion carried.

##### **Mike Velardi – Commissioner**

- Complimented the Neighborhood Hospital along Golden Slipper Road and the work they have been doing to mitigate the stormwater runoff issues along that property.

**Brian Winot – Commissioner**

- B. Winot made a motion, seconded by N. Leap, to authorize the township manager to collaborate with the Pocono Mountain Economic Development Corporation (PMEDC) to develop a Local Economic Revitalization Tax Assistance (LERTA) district within our under-developed Residential Development (RD) and Commercial Districts. Discussion. All in favor. Motion carried.

**Reports**

**Zoning Report was in the agenda packet**

**Police Report** – Police Chief, J. Wagner thanked the Board for the Drone program support long with recognizing the current donors of the program. Monroe County Visitors Bureau, N. E. Pa Police Association, Sanofi for the donation of two drones, along with Commissioner Winot and Vincent Trapasso for each of their donations of \$5,000.

**Manager Report –**

- Update Emergency Management – County’s annual hazard mitigation plan is still being reviewed.
- Update Green Light Go – The antennas have arrived and now waiting on an appointment with PennDOT integration staff.
- NCC Update- Moving along on the admin side. The board will be doing a walk thru Tuesday October 8<sup>th</sup> at 10 a.m. after a brief discussion.
- Kenny’s Way- We should be winterizing the property within the upcoming week.
- Pocono Township Zoning Amendments Update – Invoice being sent for \$5000 of the grant funds to be released.
- Update – Old Learn Farm ribbon cutting will be October 25<sup>th</sup> at 1:00 p.m. The trails are already open and have received great reviews. Eli Kresge did an amazing job on creating the trails.

**Public Works**

- Pump Station 5 Bioxide tank is complete.
- T&M is working on plans for the culvert on Dory Place.
- The Sewer Engineer is working on refining plans, survey, and easements for the MCTI hookup.
- Public works continue to work on Fall items, drainage, roadside cutting, signage, and intermittent tree work.
- Park items – Pickle ball is open at Mountain View Park. Tennis is making progress. The park staff ran conduit for cable. The New Gate was demolished by someone on their phone and left the scene.

**Events**

Upcoming events:

- Spooky walk at MVP on October 19<sup>th</sup>
- Trunk or Treat on October 27<sup>th</sup>
- Tree Lighting at TLC Park December 6<sup>th</sup>
- Veterans Memorial Highway Flag is currently accepting applications until the end of October.
- Pickleball court reservations continue to come in. The township is looking at Rent to Fund lockers for some park equipment.
- Park board will be meeting to do a walkthrough of the parks within the next couple of weeks.

**Township Engineer Report**

- Learn Road Roundabout getting ready to bid after the first of the year.
- Updating the 537 plans.
- TASA project – Plans under review with PennDOT and we are still waiting on comments back.
- TLC walking bridge project is in its initial stages.

- Archer Lane – The applicant has not submitted a final plan as of yet. The preliminary has been reviewed and comments stated the plan was found to be inadequate.

#### **Township Solicitor Report**

- Sewer Business update - Looking into hiring special council for similar matters.
- Knox Box Ordinance has been sent to the Township Manager who will forward to the Board for action at our next meeting.
- Nuisance ordinance meeting with zoning October 9<sup>th</sup> to revisit and update in order to move forward.
- General Legal update – nothing new
- Archer Lane update – Litigation is continuing.
- Zoning Hearing Board updates. – None
- E. Gnant ask about the easement status regarding the traffic light at Bartonsville Ave. and Rte. 611 (Ertle)

#### **Public Comment**

Lonnie Christian (Resident) – commented on the Cranberry Rd motion along with Learn Rd. speed bumps and suggested a stop sign instead to slow people down.

Dawn Eilber (Resident) – expressed her concern regarding the Skyview Drive mono-pine tower.

Cheryl Parks (Resident) – commented on the negative impact of the Kennel on her quality of life, increased traffic, noise, and safety.

**Adjournment** – R. Wielebinski made a motion, seconded by M. Velardi, to adjourn the meeting at 7:46 p.m. All in favor. Motion carried.

# POCONO TOWNSHIP

## Monday October 21, 2024

### SUMMARY

**Ratify**

General Fund  
Payroll  
Sewer Operating  
Sewer Construction  
Capital Reserve

**Bill List**

|                                      |           |                   |
|--------------------------------------|-----------|-------------------|
| TOTAL General Fund                   | \$        | 834,770.61        |
| TOTAL Sewer <u>OPERATING</u> Fund    | \$        | 35,321.88         |
| TOTAL Sewer <u>CONSTRUCTION</u> Fund | \$        | 3,331.07          |
| TOTAL Capital Reserve Fund           | \$        | 96,389.98         |
| Liquid Fuels                         |           |                   |
| <b>TOTAL EXPENDITURES</b>            | <b>\$</b> | <b>969,813.54</b> |

|                              |           |                  |
|------------------------------|-----------|------------------|
| <b>Fire Tax Disbursement</b> | <b>\$</b> | <b>15,184.66</b> |
|------------------------------|-----------|------------------|

**Budget Adjustments**

|                 |    |           |
|-----------------|----|-----------|
| General Fund    | \$ | 7,650.00  |
| Capital Reserve |    |           |
| Liquid Fuels    |    |           |
| Sewer Operating | \$ | 14,000.00 |

|                                     |           |                  |
|-------------------------------------|-----------|------------------|
| <b><u>Budget Appropriations</u></b> | <b>\$</b> | <b>21,650.00</b> |
|-------------------------------------|-----------|------------------|

**Budgetary Interfund Transfer**

|  |    |   |
|--|----|---|
|  | \$ | - |
|--|----|---|

**Use of Grant Funds****ARPA FUNDS TO CAPITAL RESERVE**

|                    |    |   |
|--------------------|----|---|
| TOTAL CAP. RESERVE | \$ | - |
|--------------------|----|---|

**ARPA FUNDS TO GENERAL FUND**

|                |    |   |
|----------------|----|---|
| TOTAL GEN FUND | \$ | - |
|----------------|----|---|

|                             |           |          |
|-----------------------------|-----------|----------|
| <b>Total ARPA Transfers</b> | <b>\$</b> | <b>-</b> |
|-----------------------------|-----------|----------|

**Notes:**

POCONO TOWNSHIP CHECK LISTING

**RATIFY**

Monday October 21, 2024

| General Fund |  | Date | TYPE | Vendor | Memo                    | Amount        |
|--------------|--|------|------|--------|-------------------------|---------------|
| Payroll      |  |      | ACH  |        | PAYROLL ENDING 10/18/24 | \$ 138,904.40 |

TOTAL PAYROLL \$ 138,904.40

| General Expenditures |  | Date | Check | Vendor | Memo | Amount |
|----------------------|--|------|-------|--------|------|--------|
|----------------------|--|------|-------|--------|------|--------|

| Sewer Operating Fund     |  | Date | Check | Vendor | Memo | Amount |
|--------------------------|--|------|-------|--------|------|--------|
| TOTAL General Fund Bills |  |      |       |        | \$   | -      |

\$ -

| Sewer Construction Fund |  | Date | Check | Vendor | Memo | Amount |
|-------------------------|--|------|-------|--------|------|--------|
|-------------------------|--|------|-------|--------|------|--------|

TOTAL Sewer Construction Fund \$ -

| Capital Reserve Fund |  | Date | Check | Vendor | Memo | Amount |
|----------------------|--|------|-------|--------|------|--------|
|----------------------|--|------|-------|--------|------|--------|

TOTAL Capital Reserve Fund \$ -

|                          |    |            |  |  |                 |  |
|--------------------------|----|------------|--|--|-----------------|--|
| TOTAL General Fund       | \$ | 138,904.40 |  |  |                 |  |
| TOTAL Sewer Operating    | \$ | -          |  |  | Authorized by:  |  |
| TOTAL Sewer Construction | \$ | -          |  |  |                 |  |
| Total Capital Reserve    | \$ | -          |  |  | Transferred by: |  |
|                          | \$ | 138,904.40 |  |  |                 |  |

# POCONO TOWNSHIP CHECK LISTING

## Monday October 21, 2024

### General Fund

| Date       | Check | Vendor                         | Memo                           | Amount      |
|------------|-------|--------------------------------|--------------------------------|-------------|
| 10/17/2024 | 1732  | ACCESS OFFICE TECHNOLOGIES     | Q3 2024 Police Copier Rental   | \$ 603.59   |
| 10/17/2024 | 1732  | ACCESS OFFICE TECHNOLOGIES     | Q3 2024 TWP Back Copier Rental | \$ 672.69   |
| 10/17/2024 | 1732  | ACCESS OFFICE TECHNOLOGIES     | Q3 2024 TWP Back Copier Rental | \$ 261.33   |
| 10/17/2024 | 1733  | AFLAC                          | Supplemental Insurance         | \$ 349.56   |
| 10/17/2024 | 1734  | AMERICAN HERITAGE LIFE INSURAN | Supplemental Insurance         | \$ 673.16   |
| 10/17/2024 | 1735  | AMERICAN UNITED LIFE INSURANCE | GTL & Standard Insurance       | \$ 1,825.24 |
| 10/17/2024 | 1735  | AMERICAN UNITED LIFE INSURANCE | GTL & Standard Insurance       | \$ 645.80   |
| 10/17/2024 | 1735  | AMERICAN UNITED LIFE INSURANCE | GTL & Standard Insurance       | \$ 214.30   |
| 10/17/2024 | 1736  | ANGLEMYER, AARON               | Patrol Shirts                  | \$ 102.34   |
| 10/17/2024 | 1737  | ARGS TECHNOLOGY, LLC           | Sep 2024 Remote IT Services    | \$ 1,823.50 |
| 10/17/2024 | 1737  | ARGS TECHNOLOGY, LLC           | Sep 2024 IT Services           | \$ 3,162.39 |
| 10/17/2024 | 1738  | AUTO PARTS OF TANNERSVILLE, IN | Fuel for Truck 13              | \$ 76.74    |
| 10/17/2024 | 1738  | AUTO PARTS OF TANNERSVILLE, IN | 55 Gal Diesel Syn 15W40        | \$ 719.95   |
| 10/17/2024 | 1738  | AUTO PARTS OF TANNERSVILLE, IN | Battery for Truck 6            | \$ 509.52   |
| 10/17/2024 | 1738  | AUTO PARTS OF TANNERSVILLE, IN | Engine Oil & Filter            | \$ 35.53    |
| 10/17/2024 | 1738  | AUTO PARTS OF TANNERSVILLE, IN | Battery for Truck 6 Return     | \$ (81.00)  |
| 10/17/2024 | 1738  | AUTO PARTS OF TANNERSVILLE, IN | Brake Clean                    | \$ 41.28    |
| 10/17/2024 | 1738  | AUTO PARTS OF TANNERSVILLE, IN | Lube, Oil Filter, Fuel Spin-on | \$ 768.66   |
| 10/17/2024 | 1739  | BARTONSVILLE PRINTING          | Envelopes                      | \$ 140.00   |
| 10/17/2024 | 1740  | BLUE RIDGE COMMUNICATIONS      | Police Phones                  | \$ 166.11   |
| 10/17/2024 | 1740  | BLUE RIDGE COMMUNICATIONS      | TWP Phones                     | \$ 249.16   |
| 10/17/2024 | 1741  | BRODHEAD CREEK REGIONAL AUTHOR | Kenny's Way Sewer              | \$ 82.50    |
| 10/17/2024 | 1741  | BRODHEAD CREEK REGIONAL AUTHOR | TWP Sewer                      | \$ 165.00   |
| 10/17/2024 | 1742  | BROUGHAL & DEVITO, LLP         | Matter 3043-24 Gen Billing Fil | \$ 1,831.50 |
| 10/17/2024 | 1742  | BROUGHAL & DEVITO, LLP         | Matter 3043-24 Gen Billing Fil | \$ 1,514.00 |
| 10/17/2024 | 1742  | BROUGHAL & DEVITO, LLP         | Matter 3043-24 Gen Billing Fil | \$ 255.75   |
| 10/17/2024 | 1743  | COOPER ELECTRIC                | White LED 3ea for NCC          | \$ 90.90    |
| 10/17/2024 | 1743  | COOPER ELECTRIC                | ER Light & Elect Tape          | \$ 202.18   |
| 10/17/2024 | 1744  | CYPHERS TRUCK PARTS            | Bearings & Scotseal Truck 6    | \$ 265.44   |
| 10/17/2024 | 1744  | CYPHERS TRUCK PARTS            | Oval LED                       | \$ 111.80   |
| 10/17/2024 | 1744  | CYPHERS TRUCK PARTS            | 3 Wire Pigtail 6ea             | \$ 10.26    |

|            |                                    |                             |    |           |
|------------|------------------------------------|-----------------------------|----|-----------|
| 10/17/2024 | 1744 CYPHERS TRUCK PARTS           | Oil Filters & Fuel Truck 10 | \$ | 306.67    |
| 10/17/2024 | 1745 DAILEY RESOURCES, LTD         | Electrodes 10 lbs           | \$ | 27.20     |
| 10/17/2024 | 1746 DES-CPR                       | TWP Recycling Sep 2024      | \$ | 30.00     |
| 10/17/2024 | 1747 ELAN FINANCIAL SERVICES       | 2459 Sep 2024               | \$ | 119.99    |
| 10/17/2024 | 1748 ELAN FINANCIAL SERVICES       | AT&T FirstNet 6416X09082024 | \$ | 735.63    |
| 10/17/2024 | 1748 ELAN FINANCIAL SERVICES       | AT&T FirstNet 0150X09082024 | \$ | 262.29    |
| 10/17/2024 | 1748 ELAN FINANCIAL SERVICES       | EZ Pass Auto Renewal        | \$ | 70.00     |
| 10/17/2024 | 1749 ERIC A. MOSES CO.             | Latex Gloves                | \$ | 36.00     |
| 10/17/2024 | 1749 ERIC A. MOSES CO.             | Break Clean                 | \$ | 45.00     |
| 10/17/2024 | 1749 ERIC A. MOSES CO.             | Red & Tacky Grease          | \$ | 165.00    |
| 10/17/2024 | 1750 GOTTA GO POTTIES              | C173                        | \$ | 150.00    |
| 10/17/2024 | 1750 GOTTA GO POTTIES              | C173                        | \$ | 740.00    |
| 10/17/2024 | 1756 Jack Manuel                   | Clothing Allowance          | \$ | 64.98     |
| 10/17/2024 | 1751 J P MASCARO & SONS            | TWP Waste Removal Oct 2024  | \$ | 399.50    |
| 10/17/2024 | 1752 J P MASCARO & SONS            | MVP Waste Removal Oct 2024  | \$ | 235.65    |
| 10/17/2024 | 1753 Kevin Kresge Jr.              | LED Halloween Lights        | \$ | 54.94     |
| 10/17/2024 | 1753 Kevin Kresge Jr.              | Lightssticks                | \$ | 40.11     |
| 10/17/2024 | 1754 KIMBALL MIDWEST               | 376409                      | \$ | 493.83    |
| 10/17/2024 | 1755 KOHL BUILDING PRODUCTS LLC    | Door                        | \$ | 2,238.19  |
| 10/17/2024 | 1757 MARKI ROLLOFF CONTAINER, INC. | Food Truck Festival         | \$ | 574.00    |
| 10/17/2024 | 1758 MAULA, MAURA                  | MVP Yoga 9/26/24            | \$ | 15.00     |
| 10/17/2024 | 1758 MAULA, MAURA                  | MVP Yoga 10/3/24            | \$ | 15.00     |
| 10/17/2024 | 1759 METLIFE - NON UNI. PEN. PLAN  | Secretary Pension           | \$ | 1,390.36  |
| 10/17/2024 | 1759 METLIFE - NON UNI. PEN. PLAN  | Police Pension              | \$ | 776.45    |
| 10/17/2024 | 1759 METLIFE - NON UNI. PEN. PLAN  | PW Pension                  | \$ | 4,364.03  |
| 10/17/2024 | 1760 MORITZ EMBROIDERY WORKS, INC. | TWP Uniforms                | \$ | 294.00    |
| 10/17/2024 | 1761 MOUNTAIN ROAD FEED STORE      | Pro Landscape Seed for MVP  | \$ | 1,824.00  |
| 10/17/2024 | 1762 NATIONWIDE - 457              | 9/20/24 Payroll             | \$ | 4,546.84  |
| 10/17/2024 | 1762 NATIONWIDE - 457              | 9/20/24 Payroll             | \$ | 237.00    |
| 10/17/2024 | 1763 NATIONWIDE - 457              | Pay 20 2024                 | \$ | 4,520.19  |
| 10/17/2024 | 1763 NATIONWIDE - 457              | Pay 20 2024                 | \$ | 231.00    |
| 10/17/2024 | 1764 NIGHT AND DAY DIESEL          | Truck 6 Service             | \$ | 200.00    |
| 10/17/2024 | 1765 P&D EMERGENCY SERVICES        | Motorola Radio              | \$ | 814.25    |
| 10/17/2024 | 1766 PMHIC                         | Admin Health                | \$ | 4,930.30  |
| 10/17/2024 | 1766 PMHIC                         | Pol Health                  | \$ | 40,745.09 |
| 10/17/2024 | 1766 PMHIC                         | PW Health                   | \$ | 15,436.72 |
| 10/17/2024 | 1766 PMHIC                         | Fin Health                  | \$ | 3,502.14  |
| 10/17/2024 | 1766 PMHIC                         | Sec Health                  | \$ | 4,539.13  |

|                    |      |                                |                                |    |              |
|--------------------|------|--------------------------------|--------------------------------|----|--------------|
| 10/17/2024         | 1768 | POCONO TOWNSHIP FIRE RELIEF AS | Doc 2215012003                 | \$ | 377,493.31   |
| 10/17/2024         | 1767 | Pocono Lake Supply Co.         | Chains for Saw                 | \$ | 319.80       |
| 10/17/2024         | 1769 | PPL ELECTRIC UTILITIES         | Kenny's Way Lights             | \$ | 1,790.48     |
| 10/17/2024         | 1769 | PPL ELECTRIC UTILITIES         | TWP Lights                     | \$ | 1,216.83     |
| 10/17/2024         | 1769 | PPL ELECTRIC UTILITIES         | Traffic Lights                 | \$ | 382.73       |
| 10/17/2024         | 1769 | PPL ELECTRIC UTILITIES         | Park Lights                    | \$ | 319.52       |
| 10/17/2024         | 1770 | PSATS UC GROUP TRUST FUND      | Q3 2024 UC Contribution        | \$ | 1,158.18     |
| 10/17/2024         | 1771 | PURE WATER TECHNOLOGY OF CENTR | TWP Drinking Water             | \$ | 207.00       |
| 10/17/2024         | 1771 | PURE WATER TECHNOLOGY OF CENTR | PW Drinking Water              | \$ | 207.00       |
| 10/17/2024         | 1771 | PURE WATER TECHNOLOGY OF CENTR | Pol Drinking Water             | \$ | 207.00       |
| 10/18/2024         | 1773 | SPARKLE CAR WASH               | Car Washes                     | \$ | 18.80        |
| 10/18/2024         | 1772 | STATE WORKERS INSURANCE FUND   | Installment 11 of 11 2024      | \$ | 2,028.00     |
| 10/18/2024         | 1774 | Stop Stick, Ltd.               | 9' Stop Stick Kit              | \$ | 538.00       |
| 10/18/2024         | 1775 | SUBURBAN TESTING LABS          | SDWA Monthly 701               | \$ | 120.00       |
| 10/18/2024         | 1775 | SUBURBAN TESTING LABS          | SDWA Seasonal Apr-Nov Mo. 705  | \$ | 120.00       |
| 10/18/2024         | 1776 | Tactical Data Group LLC        | Poc TWP Mo Retainer Oct 2024   | \$ | 3,000.00     |
| 10/18/2024         | 1778 | TEAMSTER LOCAL 773 - NON-UNIFO | PW Union Dues                  | \$ | 3,192.00     |
| 10/18/2024         | 1777 | TEAMSTER LOCAL 773 - POLICE    | Jul thru Oct 2024              | \$ | 7,304.00     |
| 10/18/2024         | 1779 | T&M ASSOCIATES                 | Proj POC000015 New Mun Complex | \$ | 940.83       |
| 10/18/2024         | 1779 | T&M ASSOCIATES                 | Proj POC000017 Culvert Replace | \$ | 2,134.50     |
| 10/18/2024         | 1779 | T&M ASSOCIATES                 | Proj POC000154 MS-4 App Resear | \$ | 1,632.00     |
| 10/18/2024         | 1779 | T&M ASSOCIATES                 | Proj POC000160 Laurel Lake Rd  | \$ | 1,865.00     |
| 10/18/2024         | 1779 | T&M ASSOCIATES                 | Proj POC0G2401 2024 Gen Engin  | \$ | 1,465.88     |
| 10/18/2024         | 1780 | UNIFIRST CORPORATION           | TWP Mats                       | \$ | 41.06        |
| 10/18/2024         | 1780 | UNIFIRST CORPORATION           | TWP Mats                       | \$ | 41.06        |
| 10/18/2024         | 1781 | US BANK - LOCKBOX CM9722       | ER Contribution                | \$ | 304,787.00   |
| 10/18/2024         | 1781 | US BANK - LOCKBOX CM9722       | EE Contribution                | \$ | 8,294.37     |
| 10/18/2024         | 1782 | WILSON PRODUCTS COMPRESSED GAS | Argon Mix & Industrial Oxygen  | \$ | 16.50        |
| 10/18/2024         | 1783 | WITMER PUBLIC SAFETY GROUP     | Police Ammo                    | \$ | 1,270.10     |
| TOTAL GENERAL FUND |      |                                |                                | \$ | \$834,770.61 |

Sewer Operating

| Date       | Check | Vendor                         | Memo                   | Amount    |
|------------|-------|--------------------------------|------------------------|-----------|
| 10/17/2024 | 1165  | ARGS TECHNOLOGY, LLC           | Sep 2024 IT Services   | \$ 125.00 |
| 10/17/2024 | 1176  | AUTO PARTS OF TANNERSVILLE, IN | Lube                   | \$ 10.93  |
| 10/17/2024 | 1176  | AUTO PARTS OF TANNERSVILLE, IN | Sea Foam Fuel Sys Trmt | \$ 11.49  |
| 10/17/2024 | 1174  | BLUE RIDGE COMMUNICATIONS      | Pump Station 5 Phone   | \$ 66.01  |
| 10/17/2024 | 1174  | BLUE RIDGE COMMUNICATIONS      | Pump Station 2 Phone   | \$ 66.01  |

|                       |                                     |                                |    |             |
|-----------------------|-------------------------------------|--------------------------------|----|-------------|
| 10/17/2024            | 1174 BLUE RIDGE COMMUNICATIONS      | Pump Station 1 Phone           | \$ | 66.01       |
| 10/17/2024            | 1166 BRODHEAD CREEK REGIONAL AUTHOR | Evqua Inv 906656453            | \$ | 7,796.83    |
| 10/17/2024            | 1167 BRODHEAD CREEK REGIONAL AUTHOR | PA One Call Serv Oct 2024      | \$ | 1,500.00    |
| 10/17/2024            | 1168 BROUGHAL & DEVITO, L.L.P.      | Matter 14PT0012 Poc TWP Sewer  | \$ | 49.50       |
| 10/17/2024            | 1169 ERIC A. MOSES CO.              | C-Foam                         | \$ | 58.50       |
| 10/17/2024            | 1170 J P MASCARO & SONS             | Sewer Station 5 Waste Removal  | \$ | 272.95      |
| 10/17/2024            | 1171 PENNSYLVANIA ONE CALL SYSTEM,  | Sewer Mapping                  | \$ | 82.00       |
| 10/17/2024            | 1172 POCONO TOWNSHIP                | Sep 2024 Admin & Overhead      | \$ | 14,753.25   |
| 10/17/2024            | 1173 PPL ELECTRIC UTILITIES         | Pump Stations Electric         | \$ | 3,514.17    |
| 10/17/2024            | 1175 T&M ASSOCIATES                 | Proj POC000001 Kalahari Resort | \$ | 266.00      |
| 10/17/2024            | 1175 T&M ASSOCIATES                 | Proj POC000004 PennDOT SR715 S | \$ | 133.00      |
| 10/17/2024            | 1175 T&M ASSOCIATES                 | Proj POC000008 Sullivan Tr Ser | \$ | 3,430.25    |
| 10/17/2024            | 1175 T&M ASSOCIATES                 | Proj POC000010 Kalahari Resort | \$ | 99.75       |
| 10/17/2024            | 1175 T&M ASSOCIATES                 | Proj POC000013 Bioxide Alterna | \$ | 798.00      |
| 10/17/2024            | 1175 T&M ASSOCIATES                 | Proj POC000013 Poc Sewer Gen E | \$ | 2,222.23    |
| TOTAL Sewer Operating |                                     |                                |    | \$35,321.88 |

## Sewer Construction Fund

| Date                          | Check | Vendor         | Memo                          | Amount      |
|-------------------------------|-------|----------------|-------------------------------|-------------|
| 10/16/2024                    | 1005  | T&M ASSOCIATES | Proj POC00011 Bartonsville Av | \$ 3,331.07 |
| TOTAL Sewer Construction Fund |       |                |                               | \$3,331.07  |

## Capital Reserve Fund

| Date                       | Check | Vendor                       | Memo                           | Amount       |
|----------------------------|-------|------------------------------|--------------------------------|--------------|
| 10/16/2024                 | 1060  | BARRETT SIGNS                | 4 MVP Signs 2024               | \$ 370.00    |
| 10/16/2024                 | 1061  | BARTUSH SIGNS, INC.          | Learn Rd Park Sign             | \$ 4,565.82  |
| 10/16/2024                 | 1062  | Inflential Drones            | Police Drones                  | \$ 14,505.00 |
| 10/16/2024                 | 1065  | KEYSTONE SEALCOATING OF NEPA | MVP Basketball/Pickle Ball Ct  | \$ 50,019.00 |
| 10/16/2024                 | 1063  | KIRBYBUILT                   | Learn Park Message Center      | \$ 1,815.83  |
| 10/16/2024                 | 1064  | KIRBYBUILT                   | Group Sized Bi-Level Grill     | \$ 1,285.10  |
| 10/16/2024                 | 1067  | PRO MAX FENCE SYSTEMS, LLC   | Proj 2230190 MVP Fencing Proj  | \$ 23,002.00 |
| 10/16/2024                 | 1066  | T&M ASSOCIATES               | Proj POCO00158 TASA SR 611/Lea | \$ 827.23    |
| TOTAL Capital Reserve Fund |       |                              |                                | \$96,389.98  |

## Liquid Fuels

[illegible]

Fire Tax Disbursement

\$0.00

| Date       | Check | Payee                          | Memo               | Amount       |
|------------|-------|--------------------------------|--------------------|--------------|
| 10/16/2024 | 1051  | POCONO TOWNSHIP FIRE RELIEF AS | Dep 9/10 & 10/9/24 | \$ 15,184.66 |

TOTAL Fire Tax \$15,184.66

|                         |    |             |                       |
|-------------------------|----|-------------|-----------------------|
| General Fund            | \$ | 834,770.61  |                       |
| Sewer Operating         | \$ | 35,321.88   |                       |
| Sewer Construction Fund | \$ | 3,331.07    | Authorized by: _____  |
| Capital Reserve         |    | \$96,389.98 |                       |
| Fire Tax Disbursement   | \$ | 15,184.66   |                       |
| Liquid Fuels            | \$ | -           |                       |
| TOTAL TRANSFERS         | \$ | 984,998.20  | Transferred by: _____ |

## BUDGET ADJUSTMENT REQUEST

The line items in the funds listed below require additional funding to cover expenditures for the remainder of the year. Department heads request Board of Commissioners' approval to move funding to the lines indicated below.

| GENERAL FUND                      |  | FROM      | Amount                            | TO | Amount    | Explanation                                                                      |
|-----------------------------------|--|-----------|-----------------------------------|----|-----------|----------------------------------------------------------------------------------|
| 01.430.376 Maintenance & Supplies |  | 5,000.00  | 01.401.196 Health                 |    | 5,000.00  | Line needs to be increased to ensure sufficient funding for the rest of the year |
|                                   |  | 650.00    | 01.409.450 PW Contracted Services |    | 650.00    | Line needs to be increased to cover deficit                                      |
|                                   |  | 2,000.00  | 01.454.220 Operating Supplies     |    | 2,000.00  | Line needs to be increased to ensure sufficient funding for the rest of the year |
| TOTAL ADJUSTMENTS                 |  | 7,650.00  |                                   |    | 7,650.00  |                                                                                  |
| SEWER OPERATING                   |  | FROM      | Amount                            | TO | Amount    |                                                                                  |
| 08.429.404 Sewer Admin Services   |  | 7,000.00  | 08.429.004 PPL                    |    | 7,000.00  | Line needs to be increased to ensure sufficient funding for the rest of the year |
|                                   |  | 7,000.00  | 08.429.300 Professional Services  |    | 7,000.00  | Line needs to be increased to ensure sufficient funding for the rest of the year |
|                                   |  | 14,000.00 |                                   |    | 14,000.00 |                                                                                  |
| TOTAL ADJUSTMENTS                 |  |           |                                   |    |           |                                                                                  |

# ***Stephenson Equipment, Inc.***

## **TRAILER QUOTE**

Cross Country Mfg., Inc.  
PO Box 565  
Greene, NY 13778

Date: 10/04/24

Dealer: Stephenson Equipment  
135 Lincoln Ave.  
Prospect Park, PA 19076

Lead Time: 5 to 6 Weeks

Quote For: Pocono Township

Quote #: 100424R1

|         |                                      |              |
|---------|--------------------------------------|--------------|
| Model # | 7HD21TD                              | \$ 10,508.00 |
|         | 21' Seven Ton Gravity Tilt           |              |
|         | GVWR 16100#                          |              |
| Option: | 5' Stationary Platform with 16' Tilt |              |
| Option: | Spare Tire Mount                     | \$ 75.00     |
| Option: | Spare Tire                           | \$ 283.00    |
| Option: | Locking Poly Toolbox                 | \$ 230.00    |

Total \$ 11,096.00

*\*  
Costars 4400028122*

Load Rate Freight

*(110.96)*

\$ 1,075.00

*unload service/setup Dealer Prep*

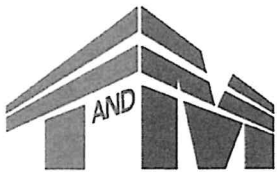
\$ 1,400.00

Total Cost \$ 13,460.04

*JC  
10/4/24*

Due to the volatility of the steel market, this quote is only good for 15 days.  
If you have any questions, please call me .

Thanks!



YOUR GOALS. OUR MISSION.

October 9, 2023

Pocono Township Board of Commissioners  
112 Township Drive  
Tannersville, PA 18372

**SUBJECT: CHERRY LANE DEVELOPMENT PARTNERS – WAWA #8187, 2977 ROUTE 611  
CONSTRUCTION ESCROW RELEASE NO. 3  
POCONO TOWNSHIP, MONROE COUNTY, PENNSYLVANIA  
POCONO TOWNSHIP LDP NO. 1393, T&M PROJECT NO. POCO-R0625**

Dear Commissioners:

We have reviewed and processed an escrow release request from Cherry Lane Development Partners, LLC. This request is related to Part 1 of the development and was submitted under a cover letter dated September 30, 2024, for the release of monies for site improvements at the above referenced project and to maintain 15% of the original escrow amount for maintenance. It is noted that construction of Part 1 is complete with only punchlist items outstanding.

Based upon our review of this request and construction inspections to date, we recommend the Applicant be allowed to reduce their construction escrow by **ELEVEN THOUSAND ONE HUNDRED THIRTY-SEVEN DOLLARS AND FIFTY-TWO CENTS (\$11,137.52)**. This leaves \$ 61,751.55 of financial security remaining which is 15% of the original escrow amount. A line-item tabulation for this release is attached for your files.

Please note, authorization of this release should not be construed as Final Approval or Acceptance of the improvements installed to date.

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

Sincerely,

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

JST/meh

Enclosures

cc: Jerrod Belvin – Township Manager  
Leo DeVito, Esquire – Township Solicitor  
Lisa Pereira, Esquire, Broughal & DeVito, LLP



Pocono Township Board of Commissioners  
Cherry Lane Development Partners – Wawa #8187, 2977 Route 611  
Construction Escrow Release No. 3  
October 9, 2024  
Page 2

Robert Cunningham, P.E. – Holmes Cunningham, LLC – Applicant's Engineer  
John A. Cogan – Cherry Lane Development Partners, LLC  
Pete Zaharchuk – Summit Realty Advisors  
Amy R. Montgomery, P.E. – T&M Associates  
Melissa E. Hutchison, P.E. – T&M Associates

G:\Projects\POCO\R0625\Construction\Escrow\Release No. 3\Escrow Release #3 Cover Letter.docx

# Cherry Lane Development Partners, LLC

201 S. Maple Avenue, Suite 100

Ambler, PA 19002

ph 484.532.7830

f 484.532.7833

## Via Electronic & U.S. Mail

September 30, 2024

Pocono Township  
112 Township Drive  
Tannersville, PA 18372  
Attn.: Mr. Jerrod Belvin

**RE: Cherry Lane Development Partners – Wawa #8187  
Part 1 - Developer Pad-ready Delivery to Wawa  
Request for Reduction of Financial Security #3**

Dear Taylor:

Cherry Lane Development Partners, LLC., the record owner and site developer of the referenced property(s) are pleased to submit this second request for reduction of our financial security escrow (Irrevocable Letter of Credit #1438 in the original amount of \$1,097,779.08, Firsttrust Bank as Issuer).

All required work has been completed in connection with PART 1 – CHERRY LANE DEVELOPMENT PARTNERS Items I-IV. As such, we respectfully request consideration that the referenced Letter of Credit be reduced by the amount of **\$11,137.60** to bring the remaining escrow down to the 15% maintenance amount of \$61,751.47.

Please do not hesitate to contact us with any questions regarding the above and thank you for your consideration of these matters.

Sincerely,



John A. Cogan  
Cherry Lane Development Partners, LLC

Cc: Lisa Pereira, Esq. – Broughal & DeVito, LLP  
Jon Tresslar, PE – LVL Engineering Group  
Amy Riddle Montgomery, PE – LVL Engineering Group



CHERRY LANE DEVELOPMENT PARTNERS - WAWA #1817  
POCONO TOWNSHIP, MONROE COUNTY, PA

T&M ASSOCIATES JOB NO.: POCO-R0625

APPLICATION NO. 3

DONE BY: MEH DATE: 10/02/24  
CHECKED BY: JST DATE: 10/02/24

TOTAL REQUIRED FINANCIAL SECURITY

\$1,097,779.08

PART I - CHERRY LANE DEVELOPMENT PARTNERS

I.I. SOIL AND EROSION CONTROLS

| ITEM                                   | QUANTITY  | UNIT COST   | TOTAL COST   | CURRENT RELEASE<br>QUANTITY | CURRENT RELEASE<br>COST | RELEASED TO DATE<br>QUANTITY | RELEASED TO DATE<br>COST | PERCENT<br>COMPLETE |
|----------------------------------------|-----------|-------------|--------------|-----------------------------|-------------------------|------------------------------|--------------------------|---------------------|
| A Rock Construction Entrance           | 1 EA      | \$ 2,000.00 | \$ 2,000.00  | EA                          | \$ -                    | 1 EA                         | \$ 2,000.00              | 100%                |
| B Tree Protection/ Construction Fence  | 463 LF    | \$ 2.65     | \$ 1,226.95  | LF                          | \$ -                    | 463 LF                       | \$ 1,226.95              | 100%                |
| **** C 12" Compost Filter Sock         | 455 LF    | \$ 6.75     | \$ 3,071.25  | LF                          | \$ -                    | 455 LF                       | \$ 3,071.25              | 100%                |
| **** D 18" Compost Filter Sock         | 385 LF    | \$ 8.25     | \$ 3,176.25  | LF                          | \$ -                    | 385 LF                       | \$ 3,176.25              | 100%                |
| * E 24" Compost Filter Sock            | 525 LF    | \$ 11.25    | \$ 5,906.25  | LF                          | \$ -                    | 525 LF                       | \$ 5,906.25              | 100%                |
| F NAG SC 150 Erosion Control Matting   | 10,254 SF | \$ 0.20     | \$ 2,050.80  | 10,254 SF                   | \$ 2,050.80             | 10,254 SF                    | \$ 2,050.80              | 100%                |
| G Rock Filter                          | 3 EA      | \$ 500.00   | \$ 1,500.00  | EA                          | \$ -                    | 3 EA                         | \$ 1,500.00              | 100%                |
| * H Concrete Washout                   | 1 EA      | \$ 1,000.00 | \$ 1,000.00  | EA                          | \$ -                    | 1 EA                         | \$ 1,000.00              | 100%                |
| * I Rock Outfall Aprons                | 3 EA      | \$ 1,500.00 | \$ 4,500.00  | EA                          | \$ -                    | 3 EA                         | \$ 4,500.00              | 100%                |
| J Inlet Protection                     | 14 EA     | \$ 150.00   | \$ 2,100.00  | EA                          | \$ -                    | 14 EA                        | \$ 2,100.00              | 100%                |
| * K Maintain Soil and Erosion Controls | 1 LS      | \$ 5,000.00 | \$ 5,000.00  | LS                          | \$ -                    | 1 LS                         | \$ -                     | 0%                  |
| L Temporary Seeding                    | 1 LS      | \$ 2,500.00 | \$ 2,500.00  | LS                          | \$ -                    | 1 LS                         | \$ 2,500.00              | 100%                |
| SUBTOTAL ITEM I.I.                     |           | \$          | \$ 34,031.50 |                             | \$ 2,050.80             |                              | \$ 29,031.50             |                     |

I.II. SITE STORMWATER & STORM SEWER

|                                  |         |               |               |     |      |         |               |      |
|----------------------------------|---------|---------------|---------------|-----|------|---------|---------------|------|
| *** A 15" HDPE Pipe              | 248 LF  | \$ 40.00      | \$ 9,920.00   | LF  | \$ - | 248 LF  | \$ 9,920.00   | 100% |
| *** B 18" HDPE Pipe              | 703 LF  | \$ 46.00      | \$ 32,338.00  | LF  | \$ - | 703 LF  | \$ 32,338.00  | 100% |
| C 18" RCP Pipe                   | 235 LF  | \$ 45.00      | \$ 10,575.00  | LF  | \$ - | 235 LF  | \$ 10,575.00  | 100% |
| D Connect to Existing Inlet      | 1 LS    | \$ 2,500.00   | \$ 2,500.00   | LS  | \$ - | 1 LS    | \$ 2,500.00   | 100% |
| E 18" Flared End Sections        | 1 EA    | \$ 950.00     | \$ 950.00     | EA  | \$ - | 1 EA    | \$ 950.00     | 100% |
| F M Inlets Standard              | 2 EA    | \$ 2,200.00   | \$ 4,400.00   | EA  | \$ - | 2 EA    | \$ 4,400.00   | 100% |
| G C Inlets Standard              | 10 EA   | \$ 2,200.00   | \$ 22,000.00  | EA  | \$ - | 10 EA   | \$ 22,000.00  | 100% |
| H Outlet Control Structure       | 1 EA    | \$ 2,500.00   | \$ 2,500.00   | EA  | \$ - | 1 EA    | \$ 2,500.00   | 100% |
| * I Water Quality Insert         | 11 EA   | \$ 1,500.00   | \$ 16,500.00  | EA  | \$ - | 11 EA   | \$ 16,500.00  | 0%   |
| J Storm Manhole                  | 4 EA    | \$ 2,500.00   | \$ 10,000.00  | EA  | \$ - | 4 EA    | \$ 10,000.00  | 100% |
| K Concrete Headwall, 15 inch     | 1 EA    | \$ 1,200.00   | \$ 1,200.00   | EA  | \$ - | 1 EA    | \$ 1,200.00   | 100% |
| L Concrete Headwall, 18 inch     | 1 EA    | \$ 1,200.00   | \$ 1,200.00   | EA  | \$ - | 1 EA    | \$ 1,200.00   | 100% |
| M Stone Bedding 2A Stone         | 190 TON | \$ 14.00      | \$ 2,660.00   | TON | \$ - | 190 TON | \$ 2,660.00   | 100% |
| N Subsurface Stormwater Facility | 1 EA    | \$ 125,000.00 | \$ 125,000.00 | EA  | \$ - | 1 EA    | \$ 125,000.00 | 100% |
| O Anti-Sleep Collars             | 1 EA    | \$ 750.00     | \$ 750.00     | EA  | \$ - | 1 EA    | \$ 750.00     | 100% |
| SUBTOTAL ITEM I.II.              |         | \$            | \$ 242,493.00 |     | \$ - |         | \$ 225,993.00 |      |

I.III. CONCRETE

|                                                                |          |             |              |        |             |          |              |     |
|----------------------------------------------------------------|----------|-------------|--------------|--------|-------------|----------|--------------|-----|
| **** A Concrete Sidewalk, 4" depth w/ 4" AASHTO #57 Stone Base | 6,880 SF | \$ 11.00    | \$ 75,680.00 | 694 SF | \$ 7,634.00 | 4,478 SF | \$ 49,258.00 | 65% |
| B Concrete ADA Curb Ramps                                      | 2 EA     | \$ 1,250.00 | \$ 2,500.00  | EA     | \$ -        | EA       | \$ -         | 0%  |
| SUBTOTAL ITEM I.III.                                           |          | \$          | \$ 78,180.00 |        | \$ 7,634.00 |          | \$ 49,258.00 |     |

| ITEM                                                                | QUANTITY | UNIT | TOTAL<br>COST        | CURRENT RELEASE |                     | RELEASED TO DATE |                      | PERCENT<br>COMPLETE |
|---------------------------------------------------------------------|----------|------|----------------------|-----------------|---------------------|------------------|----------------------|---------------------|
|                                                                     |          |      |                      | QUANTITY        | COST                | QUANTITY         | COST                 |                     |
| <b>1.IV. MISCELLANEOUS</b>                                          |          |      |                      |                 |                     |                  |                      |                     |
| A Monuments                                                         | 6 EA     | \$   | 150.00 \$            | EA              | \$                  | EA               | \$                   | 0%                  |
| *** B Iron Pins                                                     | 5 EA     | \$   | 75.00 \$             | EA              | \$                  | EA               | \$                   | 0%                  |
| C As-Built Survey                                                   | 1 LS     | \$   | 2,000.00 \$          | LS              | \$                  | LS               | \$                   | 0%                  |
| <b>SUBTOTAL ITEM 1.IV.</b>                                          |          |      | <b>\$ 3,275.00</b>   |                 |                     |                  |                      |                     |
| <b>SUBTOTAL SITE ITEMS 1.I.-1.IV.:</b>                              |          |      | <b>\$ 357,979.50</b> |                 | <b>\$ 9,684.80</b>  |                  | <b>\$ 304,282.50</b> |                     |
| <b>RETAINAGE (10%)<sup>1</sup></b>                                  |          |      | <b>\$ 35,797.95</b>  |                 | <b>\$ 968.48</b>    |                  | <b>\$ 30,428.25</b>  |                     |
| <b>INSPECTION AND ADMINISTRATION (5%)</b>                           |          |      | <b>\$ 17,898.98</b>  |                 | <b>\$ 484.24</b>    |                  | <b>\$ 15,214.13</b>  |                     |
| <b>PART 1 TOTAL</b>                                                 |          |      | <b>\$ 411,676.43</b> |                 | <b>\$ 11,137.52</b> |                  | <b>\$ 349,924.88</b> |                     |
| <b>PART 2 - WAWA</b>                                                |          |      |                      |                 |                     |                  |                      |                     |
| <b>2.I. SANITARY SEWER</b>                                          |          |      |                      |                 |                     |                  |                      |                     |
| **** A 6" Sch 40 PVC Pipe                                           | 160 LF   | \$   | 47.50 \$             | LF              | \$                  | LF               | \$                   | 0%                  |
| * B Grease Trap                                                     | 1 EA     | \$   | 10,000.00 \$         | EA              | \$                  | EA               | \$                   | 0%                  |
| C Sewer Laterals Tee-Wye Connections                                | 1 EA     | \$   | 375.00 \$            | EA              | \$                  | EA               | \$                   | 0%                  |
| *** D Cleanout                                                      | 5 EA     | \$   | 350.00 \$            | EA              | \$                  | EA               | \$                   | 0%                  |
| <b>SUBTOTAL ITEM 2.I.</b>                                           |          |      | <b>\$ 19,725.00</b>  |                 |                     |                  |                      |                     |
| <b>2.II. CONCRETE</b>                                               |          |      |                      |                 |                     |                  |                      |                     |
| * A Concrete Pad, 8" depth (dumpster enclosure)                     | 750 SF   | \$   | 16.00 \$             | SF              | \$                  | SF               | \$                   | 0%                  |
| * B 6" depth of AASHTO #57 Stone base for 8" and 6" Concrete Pads   | 9,668 SF | \$   | 12.50 \$             | SF              | \$                  | SF               | \$                   | 0%                  |
| * C Concrete Pad, 6" depth (parking)                                | 8,918 SF | \$   | 12.00 \$             | SF              | \$                  | SF               | \$                   | 0%                  |
| **** D Concrete Curb, 6 inch Reveal, Onsite and Learn Road Entrance | 1,345 LF | \$   | 32.00 \$             | LF              | \$                  | LF               | \$                   | 0%                  |
| ** E Concrete Apron at Learn Road Entrance                          | 550 SF   | \$   | 15.00 \$             | SF              | \$                  | SF               | \$                   | 0%                  |
| * F Concrete Retaining Wall                                         | 1 LS     | \$   | 15,000.00 \$         | LS              | \$                  | LS               | \$                   | 0%                  |
| <b>SUBTOTAL ITEM 2.II.</b>                                          |          |      | <b>\$ 306,156.00</b> |                 |                     |                  |                      |                     |
| <b>2.III. STONING AND PAVING</b>                                    |          |      |                      |                 |                     |                  |                      |                     |
| * A Paving Area Subbase, 6" depth, 2A Stone - Onsite                | 1,150 TN | \$   | 14.00 \$             | TN              | \$                  | TN               | \$                   | 0%                  |
| * B Site Asphalt 25mm 4" depth - Onsite                             | 4,981 SY | \$   | 16.00 \$             | SY              | \$                  | SY               | \$                   | 0%                  |
| * C Site Asphalt Top 9.5mm 2" depth - Onsite                        | 4,981 SY | \$   | 10.00 \$             | SY              | \$                  | SY               | \$                   | 0%                  |
| D Pavement Restoration for Sanitary Sewer Installation              | 1 LS     | \$   | 950.00 \$            | LS              | \$                  | LS               | \$                   | 0%                  |
| * E Paving Area Subbase, 6" depth 2A Stone - Learn Rd Widening      | 6.50 TN  | \$   | 14.00 \$             | TN              | \$                  | TN               | \$                   | 0%                  |
| F Site Asphalt 25mm 4" depth - Learn Rd Widening                    | 28 SY    | \$   | 16.00 \$             | SY              | \$                  | SY               | \$                   | 0%                  |
| G Site Asphalt Top 9.5mm 1.5" depth - Learn Rd                      | 76 SY    | \$   | 10.00 \$             | SY              | \$                  | SY               | \$                   | 0%                  |
| <b>SUBTOTAL ITEM 2.III.</b>                                         |          |      | <b>\$ 147,855.00</b> |                 |                     |                  |                      |                     |

| ITEM                                                                       | QUANTITY | UNIT COST   | TOTAL COST           | CURRENT RELEASE |      | RELEASED TO DATE |      | PERCENT COMPLETE |
|----------------------------------------------------------------------------|----------|-------------|----------------------|-----------------|------|------------------|------|------------------|
|                                                                            |          |             |                      | QUANTITY        | COST | QUANTITY         | COST |                  |
| <b>2.IV. LANDSCAPING</b>                                                   |          |             |                      |                 |      |                  |      |                  |
| * A Shade/Canopy Trees                                                     | 26 EA    | \$ 450.00   | \$ 11,700.00         | EA              | \$ - | EA               | \$ - | 0%               |
| * B Evergreen Trees                                                        | 16 EA    | \$ 650.00   | \$ 10,400.00         | EA              | \$ - | EA               | \$ - | 0%               |
| * C Ornamental Trees                                                       | 7 EA     | \$ 650.00   | \$ 4,550.00          | EA              | \$ - | EA               | \$ - | 0%               |
| * D Shrubs                                                                 | 88 EA    | \$ 75.00    | \$ 6,600.00          | EA              | \$ - | EA               | \$ - | 0%               |
| * E Fine Grade, Seed, and Mulch Site                                       | 1 LS     | \$ 5,000.00 | \$ 5,000.00          | LS              | \$ - | LS               | \$ - | 0%               |
| <b>SUBTOTAL ITEM 2.IV.</b>                                                 |          |             | <b>\$ 38,250.00</b>  |                 |      |                  |      |                  |
| <b>2.V. LIGHTING</b>                                                       |          |             |                      |                 |      |                  |      |                  |
| * A Parking Lot Light Fixture and Pole                                     | 13 EA    | \$ 5,500.00 | \$ 71,500.00         | EA              | \$ - | EA               | \$ - | 0%               |
| <b>SUBTOTAL ITEM 2.V.</b>                                                  |          |             | <b>\$ 71,500.00</b>  |                 |      |                  |      |                  |
| <b>2.VI. MISCELLANEOUS</b>                                                 |          |             |                      |                 |      |                  |      |                  |
| * A Slatted Fence (Dumpster Enclosure)                                     | 65 LF    | \$ 35.00    | \$ 2,275.00          | LF              | \$ - | LF               | \$ - | 0%               |
| * B Gate (Dumpster Enclosure)                                              | 4 EA     | \$ 1,200.00 | \$ 4,800.00          | EA              | \$ - | EA               | \$ - | 0%               |
| * C Pavement Markings                                                      | 1 LS     | \$ 3,300.00 | \$ 3,300.00          | LS              | \$ - | LS               | \$ - | 0%               |
| * D Site Traffic Signs (Stop, Handicap Signs, No Trucks, Excludes PennDOT) | 11 EA    | \$ 250.00   | \$ 2,750.00          | EA              | \$ - | EA               | \$ - | 0%               |
| <b>SUBTOTAL ITEM 2.VI.</b>                                                 |          |             | <b>\$ 13,125.00</b>  |                 |      |                  |      |                  |
| <b>SUBTOTAL SITE ITEMS 2.I.-2.VI.:</b>                                     |          |             | <b>\$ 596,611.00</b> |                 |      |                  |      |                  |
| <b>RETAINAGE (10%)<sup>1</sup></b>                                         |          |             | <b>\$ 59,661.10</b>  |                 |      |                  |      |                  |
| <b>INSPECTION AND ADMINISTRATION (5%)</b>                                  |          |             | <b>\$ 29,830.55</b>  |                 |      |                  |      |                  |
| <b>PART 2 TOTAL</b>                                                        |          |             | <b>\$ 686,102.65</b> |                 |      |                  |      |                  |

\* Line Item Added  
\*\* Unit Cost Adjusted  
\*\*\* Quantity Adjusted  
\*\*\*\* Unit Cost and Quantity Adjusted

**PART 1**

**PART 2**

|                                                                 |                      |                      |
|-----------------------------------------------------------------|----------------------|----------------------|
| <b>TOTAL ORIGINAL FINANCIAL SECURITY</b>                        | <b>\$ 411,676.43</b> | <b>\$ 686,102.65</b> |
| TOTAL VALUE OF WORK CONSTRUCTED TO DATE                         | \$ -                 | \$ -                 |
| LESS AMOUNT PREVIOUSLY RELEASED                                 | \$ 338,787.36        | \$ -                 |
| AMOUNT RECOMMENDED FOR RELEASE                                  | \$ 11,137.52         | \$ -                 |
| REMAINING FINANCIAL SECURITY (INCLUDING RETAINAGE) <sup>1</sup> | \$ 61,751.55         | \$ 686,102.65        |

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

**POCONO TOWNSHIP  
MONROE COUNTY, PENNSYLVANIA**

**ORDINANCE NO. 2024 -05**

**AN ORDINANCE OF THE TOWNSHIP OF POCONO, MONROE  
COUNTY, PENNSYLVANIA AMENDING THE POCONO TOWNSHIP  
CODE OF ORDINANCES, ADDING A NEW CHAPTER 170,  
EMERGENCY ACCESS TO BUILDINGS; PROVIDING PROVISIONS  
TO THE CODE OF ORDINANCES FOR EMERGENCY SERVICES  
PERSONNEL TO GAIN ACCESS TO BUILDINGS WITHIN THE  
TOWNSHIP OF POCONO IN THE EVENT OF EMERGENCIES, AND  
REPEALING ALL ORDINANCES INCONSISTENT HERewith**

**WHEREAS**, the Board of Commissioners of the Township of Pocono has deemed it necessary to amend the Code of Ordinances of the Township of Pocono, a new Chapter 170, *Emergency Access To Buildings* which provides for provisions for rules and regulations for the benefit of citizens and property owners of the Township of Pocono, the ability for first responders to gain access to certain buildings in the event of emergencies.

**NOW THEREFORE**, be it enacted and ordained by the Board of Commissioners of Pocono Township, Monroe County, Pennsylvania, and the same is hereby ordained and enacted as follows, to wit:

**SECTION 1.** The Pocono Township Code of Ordinances, Part II *General Legislation* is hereby amended by adding the following:

**“Chapter 170 Emergency Access To Buildings**

**§ 170-1 Definitions.**

**Knox Box®** - a small safe/box, manufactured by the Knox Co., and mounted on an exterior wall of a building which holds building keys which first responders can retrieve in emergencies in order to access building interiors.

The terms **“Building,” “Building Permit,” “Commercial Use,” “Dwelling, Multifamily,” “Dwelling Unit,” “Industrial Use,” and “Occupancy Permit”** shall be defined as stated in the Pocono Township's Zoning Ordinance, Chapter 470

**Township** – Pocono Township, Monroe County, Pennsylvania

**§ 170-2 Knox Box Required for Commercial and/or Industrial Buildings.**

All new Buildings utilizing a Commercial Use and/or Industrial Use shall have installed a Knox Box®, of a type and size approved by the Fire Chief of the Pocono Township Volunteer Fire Company (the “Fire Chief”) in a location specified by the Fire Chief prior to the issuance of an Occupancy Permit.

**§ 170-3 Knox Box® Required for Existing Commercial and/or Industrial Buildings with Improvements.**

All existing Buildings utilizing a Commercial use and/or Industrial Use constructing improvements that require Township approval shall have installed a Knox Box®, of a type and size approved by the Fire Chief, in a location specified by the Fire Chief prior to the issuance of a Building Permit.

**§ 170-4 Knox Box® Required for Existing Commercial and/or Industrial Buildings.**

All existing buildings utilizing a Commercial Use and/or Industrial Use, equipped with automatic fire detection and/or suppression systems shall have installed a Knox Box® as defined herein and, of a type and size approved by the Fire Chief, in a location specified by the Fire Chief within six months of the effective date of this Part and after written notice from the Township to install such Knox Box® and place the appropriate keys.

**§ 170-5 Knox Box® Required for Dwellings, Multifamily Residential Buildings**

All Dwellings, Multifamily, either existing or new construction, that have restricted access through locked doors and have a common corridor for access to the Dwelling Units shall have installed a Knox Box® as defined herein and, of a type and size approved by the Fire Chief, in a location specified by the Fire Chief within six months of the effective date of this Part, or for existing Building upon written notice from the Township to install such Knox Box® and place the appropriate keys. Newly constructed Buildings under this section shall not be granted an Occupancy Permit without compliance with this section.

**§ 170-6 Knox Box® Contents.**

All Knox Boxes® shall contain three sets of labeled keys, easily identified in the field to provide access into the Building, and to any locked areas within the Building as the Fire Chief may direct. Sets of keys, in addition to access keys, shall include keys for alarm panels, pull stations, and elevators.

**§ 170-7 Locked Gates or Driveways.**

Any locked gates or driveways which allow access to a Building utilizing a Commercial and/or Industrial Use are required to place a perimeter access lock as produced by Knox on the said access points to allow immediate emergency access to the property. All locks are to be approved by the Fire Chief.

**§ 170-8 Violations and Penalties.**

Any Person in violation of this Chapter 170, upon conviction thereof in an action brought before a magisterial district judge in the manner provided for the enforcement of summary offenses under the Pennsylvania Rules of Criminal Procedure, shall be sentenced to pay a fine of not more than One Thousand and 00/100 (\$1,000.00) Dollars plus costs, and in default of payment of said fine and costs, to a term of imprisonment not to exceed Ninety (90) days. Each day that a violation of this Chapter 170 continues, or each Section of this Chapter 170 continues shall constitute a separate offense.”

**SECTION 2. SEVERABILITY.** If a court of competent jurisdiction declares any provisions of this Ordinance to be invalid in whole or in part, the effect of such decision shall be limited to those provisions expressly stated in the decision to be invalid, and all other provision of this Ordinance shall continue to be separately and fully effective.

**SECTION 3. REPEALER.** All provisions of Township ordinances and resolutions or parts thereof that are in conflict with the provisions of this Ordinance, are hereby repealed.

**SECTION 4. ENACTMENT.** This Ordinance shall be effective five (5) days after the date of passage.

**ENACTED AND ADOPTED** by the Board of Commissioners this \_\_\_\_ day of \_\_\_\_\_, 2024.

**ATTEST:**

**POCONO TOWNSHIP BOARD OF  
COMMISSIONERS**

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**JERROD BELVIN**  
Township Manager

---

**RICHARD WIELEBINSKI**  
President, Board of Commissioners

**POCONO TOWNSHIP, MONROE COUNTY, PENNSYLVANIA**

**ORDINANCE NO. 2024 –06**

**AN ORDINANCE OF THE TOWNSHIP OF POCONO, COUNTY OF MONROE, COMMONWEALTH OF PENNSYLVANIA, AMENDING CHAPTER 425, VEHICLES AND TRAFFIC, TO ADD A NEW ARTICLE V, PARKING REGULATIONS AND REPEALING ALL ORDINANCES AND PARTS OF ORDINANCES INCONSISTENT HEREWITH.**

**BE IT ENACTED AND ORDAINED**, by the Board of Commissioners, Pocono Township, Monroe County, Pennsylvania, and it is hereby **ENACTED AND ORDAINED** by virtue of the activity of the General Assembly of the Commonwealth of Pennsylvania known as the “First Class Township Code, as amended”, as follows:

**SECTION 1.** The Township of Pocono Code of Codified Ordinances, Chapter 425, Vehicles and Traffic, is hereby amended by adding the following:

**“ARTICLE V. PARKING REGULATIONS.**

**§ 425-13. PARKING PROHIBITED AT ALL TIMES.** No person shall park a vehicle at any time upon any of the following described streets or parts thereof:

- A. S.R. 0611 along the entire frontage of the property known as Monroe County Parcel Number 12.9.1.73.
- B. Bartonsville Road (T-625) along the entire frontage of the property known as Monroe County Parcel Number 12.9.1.73.

**§ 425-14. ENFORCEMENT OF ORDINANCE AND PENALTIES FOR VIOLATION**

- A. This Article shall be enforced by the Pocono Township Police Department.
- B. Any person who violates this Article shall, upon conviction, be sentenced to pay a fine of not less than Twenty-Five and 00/100 Dollars (\$25.00), plus the costs of prosecution.”

**SECTION 2. SEVERABILITY; CONFLICT WITH OTHER PROVISIONS.**

If any section, subsection or sentences, clause or phrase of this chapter is for any reason held invalid, such decision or decisions shall not affect the validity of the remaining portions of this chapter. All ordinances of the Township shall remain in full force and effect insofar as they do not conflict with the provisions of this chapter in which case the provisions of this chapter shall govern.

**SECTION 3. REPEALER.**

Any Ordinance or part of any Ordinance conflicting with the terms of this Ordinance is hereby specifically repealed.

**SECTION 4. EFFECTIVE DATE.**

This Ordinance shall be effective five (5) days after enactment.

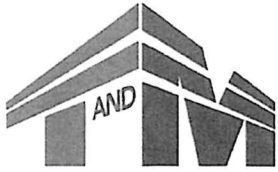
**ENACTED AND ORDAINED** this \_\_\_\_\_ of \_\_\_\_\_, 2024.

**ATTEST:**

**TOWNSHIP OF POCONO  
MONROE COUNTY**

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

\_\_\_\_\_  
RICHARD WIELEBINSKI  
President, Board of Commissioners



YOUR GOALS. OUR MISSION.

September 16, 2024

Pocono Township Planning Commission  
112 Township Drive  
Tannersville, PA 18372

**SUBJECT: MTG INVESTMENT PROPERTY – 3199 ROUTE 611  
LAND DEVELOPMENT WAIVER REVIEW NO. 1  
POCONO TOWNSHIP, MONROE COUNTY, PENNSYLVANIA  
T&M PROJECT NO. POCO-R0910**

Dear Planning Commission Members:

Pursuant to the Township's request, we have reviewed a Waiver of Land Development Application for the above referenced project. The submitted information consists of the following items.

- Pocono Township Waiver of Land Development Application.
- Written Description of Proposal.
- Deed dated January 11, 2024.
- Interior floor spaces sketches.
- Professional Services Agreement and Escrow.
- Application Fee

#### **BACKGROUND INFORMATION**

The subject parcel (Parcel ID No. 12.112544) is located at 3199 Route 611 and is owned by the applicant. It consists of an existing office building with an associated parking lot. The Applicant is proposing to subdivide a portion of the existing internal office space with a new wall to create a separate office space. No additional changes are proposed.

Based upon our review of the above information, we find no engineering issues with the application.

If you should have any questions, please call me.

Sincerely,

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

JST/arm

cc: Jerrod Belvin – Township Manager  
Lindsay Scerbo – Township Zoning Officer  
Leo DeVito, Esq. – Township Solicitor  
Lisa Pereira, Esq. – Broughal & DeVito, LLP  
MTG Investment Property – Owner/Applicant  
Amy R. Montgomery, P.E. – T&M Associates  
Melissa E. Hutchison, P.E. – T&M Associates

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YOUR GOALS. OUR MISSION.

October 9, 2024

Pocono Township Planning Commission  
112 Township Drive  
Tannersville, PA 18372

**SUBJECT: SANOFI BUILDING 53 EXTERIOR FREEZER REPLACEMENT  
LAND DEVELOPMENT WAIVER REVIEW NO. 1  
POCONO TOWNSHIP, MONROE COUNTY, PENNSYLVANIA  
T&M PROJECT NO. POCO-R0940**

Dear Planning Commission Members:

Pursuant to the Township's request, we have reviewed a Waiver of Land Development Application for the above referenced project. The submitted information consists of the following items.

- Letter of Transmittal prepared by Verdantas, dated September 30, 2024.
- Pocono Township Waiver of Land Development Application with Professional Services Escrow Agreement.
- Memo prepared by Verdantas, dated September 27, 2024.
- Property Deed, Tax I.D. Nos. 12/12/2/10-2, 12/12/2/10, 12/11/1/3, 12/11A/1/89, 12/11A/1/90, and 12/11A/1/92-1.
- Exterior Freezer Replacement Plans prepared by Verdantas, dated June 28, 2024, revised September 30, 2024.

### **BACKGROUND INFORMATION**

The subject property has an area of 213.086 acres and is located on the western side of S.R. 0611 just south of Lower Swiftwater Road. It consists of medical laboratories, medical manufacturing, and office buildings with associated parking. Swiftwater Creek traverses the northern portion of the site, and areas of wetlands exist throughout the property.

The Applicant is proposing to replace an existing 460 square foot walk-in cold room with a 1,200 square foot freezer building. The freezer will continue to be utilized to store samples and clinical trial materials. This project does increase the impervious area by approximately 800 square feet, however the submitted Memo indicates a 14,800 square foot modular building known as MB-8 was previously removed and the area is established with meadow and trees. Therefore, no increase in impervious area is proposed. No other changes are proposed.

Based upon our review of the above information, we find no engineering issues with the application.



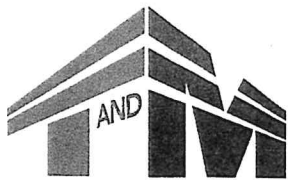
If you should have any questions, please call me.

Sincerely,

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

JST/meh

cc: Jerrod Belvin – Township Manager  
Lindsay Scerbo – Township Zoning Officer  
Leo DeVito, Esq. – Township Solicitor  
Lisa Pereira, Esq. – Broughal & DeVito, LLP  
Daniel Peletier, Sanofi Pasteur, Inc. – Owner/Applicant  
Aaron M. Sisler, P.E., Verdantas – Applicant's Engineer  
Amy R. Montgomery, P.E. – T&M Associates  
Melissa E. Hutchison, P.E. – T&M Associates



YOUR GOALS. OUR MISSION.

October 3, 2024

Shawn McGlynn, Zoning Officer  
Pocono Township  
112 Township Drive  
Tannersville, PA 18372

**SUBJECT: 123 ARCHER LANE  
DRIVEWAY MAINTENANCE VIOLATION REVIEW  
POCONO TOWNSHIP, MONROE COUNTY, PENNSYLVANIA  
T&M PROJECT NO. POCO-R0900**

Dear Shawn:

Pursuant to the Township's request, we have reviewed information submitted regarding the driveway maintenance violation at the above referenced address. The submitted information consists of the following items.

- NOV Response Letter prepared by RKR Hess dated July 26, 2024.
- Land Use Plan for Archer Apartments dated June 27, 1986.
- Temporary Driveway Stabilization Maintenance Sketch dated July 26, 2024.

### **BACKGROUND INFORMATION**

The Township's Zoning Office has issued four (4) Enforcement and Violation notices to the property owner at 123 Archer Lane. One of those notices is related to the failure to maintain the driveway. The existing gravel driveway erodes and deposits stone onto Learn Road and into the stormwater system during heavy rain events.

We have reviewed the submitted information and offer the following with respect to the driveway maintenance:

1. The response letter suggests the possibility of addressing the driveway "in both temporary and permanent solutions". While we understand the desire to provide an interim remedy to address the enforcement notice, we are concerned that the "temporary" solution could ultimately become permanent if a truly permanent solution is not agreed upon and undertaken by the property owner.
2. In accordance with the Chapter 102 Erosion and Sedimentation Control Manual, waterbars should discharge to a well-vegetated area. The sketch shows the waterbars discharging to the existing swale which is not "well-vegetated". The stone from the driveway and swale will continue to erode and deposit onto Learn Road and in the Township's storm sewer. Therefore, the waterbars alone will not provide an appropriate solution. It appears there may be enough room at the bottom of the hill at the intersection of Archer Lane and Learn Road to install a stilling basin. This may provide an opportunity for sediment to settle prior to stormwater flowing onto Learn Road and



into the stormwater piping system. If the Owner is willing to explore this, his Engineer should provide a proposed grading plan along with calculations to demonstrate adequacy.

3. Any remedy must consider both the volume and velocity of stormwater runoff. The engineer may also evaluate other permanent methods from the BMP manual in conjunction with temporary stabilization from the E&S Manual.

If you should have any questions, please call me.

Sincerely,

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

JST/arm

cc: Jerrod Belvin – Township Manager  
Lindsay Scerbo – Township Zoning Officer  
Leo DeVito, Esq. – Township Solicitor  
Lisa Pereira, Esq. – Broughal & DeVito, LLP  
Nicholas DeFrank, P.E. – RKR Hess  
Jason Archer – Owner' Representative  
Brett Riegel, Esq. – Owner's Attorney  
Amy R. Montgomery, P.E. – T&M Associates  
Melissa E. Hutchison, P.E. – T&M Associates



## Pocono Township Monthly Zoning Report

**TO:** Pocono Township Board of Commissioners  
**FROM:** Lindsay Scerbo, Zoning Administrator  
**CC:** Shawn McGlynn, Zoning Officer  
**DATE:** October 17, 2024

\*\*\*\*\*

Following is a report of the Zoning and Building Code Office's activity from September 3<sup>rd</sup> to October 17<sup>th</sup>:

### Permits Issued: 54

#### Zoning Permits: 11

Commercial – 3

Residential – 8

#### New Construction: 1

Commercial – 0

Residential – 1

#### Building Permits: 14

Commercial – 2

Residential – 14

**Certificate of Occupancy – 5**

**Driveway – 2**

**TDU – 20**

### Enforcement Actions:

- October 3, 2024 – 1305 Cerise Way – Enforcement Notice (Certified/ Regular and Posted on Property) and Stop Work Order – Demolition of an existing single-family dwelling and construction of a new single-family dwelling without first obtaining the required permits or certificates of occupancy. The property owner has since reached out to the Zoning and Building Code Office and obtained all necessary permit applications, but nothing has been submitted as of today.
- October 4, 2024 – 2906 Bartonsville Avenue – Enforcement Notice – Construction of a second driveway access without first obtaining the necessary waiver and permit. The property owner has met with the Zoning Officer and stated that the second driveway has been in place for many years. He will be sending us an email with supporting evidence.
- October 9, 2024 – 2855 Route 715 – Enforcement Notice – Establishment of a Transient Dwelling Use in the R-1 Zoning District.
- October 10, 2024 – 2531 Route 611 – Letter – Display of feather flags on the property in violation of the Township Code of Ordinances.
- October 15, 2024 – 115 White Oak Court – Enforcement Notice – Establishment of a Transient Dwelling Use in the R-1 Zoning District.

**Previously Discussed Properties:**

- 443 Fish Hill Road – Establishment of a Junkyard/Salvage Yard on the subject property. Both the certified and regular mail for this property were returned unclaimed, so the NOV will be posted on the property.
- 435 Fish Hill Road – A Solid Waste Violation for permitting the accumulation of municipal waste and garbage on the subject property. Both the certified and regular mail for this property were returned unclaimed, so the NOV will be posted on the property.
- 332 Tara Hill Drive – Construction of various accessory structures without first obtaining zoning permits. The property owner and tenant have since contacted the Zoning Office to confirm receipt of the Notice of Violation. The tenant has been provided with Zoning and Building Permit applications, but nothing has been submitted at this time.
- Tara Drive (Tax ID 12.3B.1.31) – A Grading NOV and Driveway NOV were issued to the property owner for clearing a large majority of the trees and vegetation on the property as well as for creating a driveway access from Tara Drive without first obtaining permits. A stop work order was also posted on this property. The property owners have since contacted the Zoning Office and have obtained a grading permit application packet. As of today, an application has not been submitted.
- 91 Laurel Lake Road – Conversion of the attached garage into habitable space without first obtaining the necessary permits and a certificate of occupancy. The property owner has since submitted a building permit application and construction documents, which are currently under review by the Building Code Office. The property owner has submitted a building permit application and construction documents, which are currently being reviewed by the Building Code Office.
- 2803 Route 611 – Establishment of a multifamily dwelling on the subject property without first obtaining approvals for the new and/or change in use. The property owner is obtaining the necessary documents to obtain a certificate of non-conformity for the multi-family use, as they claim that it predates the adoption of the Township Zoning Ordinance.
- 92 Beehler Road – Establishment of a junkyard use on the subject property. The property owner has since contacted our office and stated that she is actively working on evicting the tenant that she deems responsible for the establishment of the junkyard use. The Zoning Office will follow up before the thirty-day compliance period expires.

**Closed Violations:**

- 105 T Bar Trail – Initiating construction activity on the subject property without first obtaining a building permit from the BCO. The property owner has since retroactively obtained a building permit for the alterations. Violation closed.
- 315 Bumblebee Pass – Removal of existing roof layer without first obtaining a building permit from the Building Code Official. Violation closed.
- 1832 Sullivan Trail – Establishment of a Transient Dwelling Use on the subject property and occupying a recreational vehicle as a dwelling. The listings have been removed and the property is no longer being used as a Transient Dwelling Unit. Violation closed.

- 2965 Route 611 – A Solid Waste Violation for permitting the accumulation of municipal waste and garbage on the subject property. The property owner has since removed all of the waste. Violation closed.

**Upcoming Civil Hearings:**

- 135 Buck Fever Trail – Occupying a manufactured home on the subject property without first obtaining permits from the Township. This hearing has been scheduled for November 4, 2024, at 10:00 AM.

**Upcoming Public Hearings:**

- There are currently no public hearings scheduled.

**POCONO TOWNSHIP PLAN STATUS**  
10/21/2024

| Twp. Ref No.                                                     | T&M Proj. No. | LVL Proj. No. | Project Name (acceptance date)                             | Application Type           | Prelim/Final | Latest Comment Letter | PC Recommend. Approve/Deny         | BOC Approve/Deny                   | Approval Expiration (1 yr.)  | 6 Mo. to Expiration | 3 Mo. to Expiration | Recordation Date | Comments                             |
|------------------------------------------------------------------|---------------|---------------|------------------------------------------------------------|----------------------------|--------------|-----------------------|------------------------------------|------------------------------------|------------------------------|---------------------|---------------------|------------------|--------------------------------------|
| <b>CONDITIONAL PRELIMINARY APPROVAL</b>                          |               |               |                                                            |                            |              |                       |                                    |                                    |                              |                     |                     |                  |                                      |
| 1373                                                             | POCO-R0616    | 2130141R      | CORE 5-Warner Road Warehouse (Prelim. Plan) (4/28/21)      | Commercial Land Dev't      | Prelim       | 8/13/2024             | Cond. Preliminary Approval 2/28/22 | Cond. Preliminary Approval 3/7/22  |                              |                     |                     |                  |                                      |
| 1368                                                             |               | 2130146R      | Stadden Group-Pocono Creek (9/27/21)(12/26/21)             | Commercial Land Dev't      | Prelim       | 9/20/2023             | Cond. Preliminary Approval 9/11/23 | Cond. Preliminary Approval 9/18/23 |                              |                     |                     |                  |                                      |
| 1381                                                             |               | 2230174R      | Westhill Villas (1/24/22)                                  | Land Dev't                 | Prelim/Final | 9/7/2023              | Cond. Preliminary Approval 9/11/23 | Cond. Preliminary Approval 9/18/23 |                              |                     |                     |                  |                                      |
| <b>PRD TENTATIVE PLAN APPROVAL</b>                               |               |               |                                                            |                            |              |                       |                                    |                                    |                              |                     |                     |                  |                                      |
| 1388                                                             |               | 2130154R      | The Ridge PRD (Application Rec'd 10/23/23)                 | PRD                        | Tentative    | Planning Rvw 11/17/23 |                                    | Tentative Plan Approved 1/16/24    |                              |                     |                     |                  |                                      |
| <b>CONDITIONAL FINAL OR PRELIM/FINAL APPROVAL - NOT RECORDED</b> |               |               |                                                            |                            |              |                       |                                    |                                    |                              |                     |                     |                  |                                      |
| 1331                                                             |               |               | Sanofi Pasteur Discovery Drive Turn Lane (10/24/16)        | Commercial Land Dev't      | Prelim/Final | 3/10/2017             | Recommended for Approval 3/13/2017 | Approved 4/3/2017                  | 4/3/2018                     |                     |                     |                  |                                      |
| 1334                                                             |               | 1130264R      | Sanofi Pasteur Discovery Drive Turn Widening (12/12/16)    | Commercial Land Dev't      | Prelim/Final | 5/5/2017              | Recommended for Approval 5/8/2017  | Approved 6/5/2017                  | 6/5/2018                     |                     |                     |                  |                                      |
| 1341                                                             |               | 1730043R      | SAPA Poconos Hospitality                                   | Land Dev't                 | Prelim/Final | 7/19/2022             |                                    | Conditional Approval 12/18/17      | Approval Extended to 4/17/25 |                     |                     |                  |                                      |
| 1313                                                             |               | 1730051R      | Running Lane Hotel Land Dev't (8/14/17)                    | Commercial Land Dev't      | Prelim/Final | 3/19/2020             | Recommended for Approval 7/23/2018 | Approved 4/16/2020                 | Approval Extended to 2/6/25  | 8/6/2024            | 11/6/2024           |                  | Extension Requested 1/25/24          |
| 1362                                                             |               | 1930083R      | Sanofi Pasteur Perimeter Protection Phase II (4/22/19)     | Commercial Land Dev't      | Prelim/Final | 11/7/2019             | Recommended for Approval 12/9/2019 | Approved 7/20/2020                 | 7/20/2021                    |                     |                     |                  |                                      |
| 1371                                                             |               | 1630006R      | Tannersville Point Apartments (10/22/18)                   | Residential Land Dev't     | Prelim/Final | 2/21/2019             | Recommended for Approval 2/25/19   |                                    |                              |                     |                     |                  | Pending Withdrawal                   |
| 1383                                                             |               | 2130157R      | Sanofi Pasteur B-55 VDL2 Loading Dock Addition (8/9/21)    | Commercial Land Dev't      | Prelim/Final | 11/16/2021            | Conditional Approval 11/22/21      | Conditional Approval 12/6/21       | 12/6/2022                    |                     |                     |                  |                                      |
| 1392                                                             | N/A           | 2130169R      | 3101 Route 611 (Joe Ronco)                                 | Minor Sub                  | Final        | 3/23/2022             | Conditional Approval 4/11/2022     | Conditional Approval 4/18/22       | 4/18/2023                    |                     |                     |                  |                                      |
| 1398                                                             |               | 2230176R      | Grossi Major Subdivision (3/28/22)                         | Major Sub                  | Prelim/Final | 7/10/2023             | Conditional Approval 7/10/23       | Conditional Approval 11/6/23       | 11/6/2025                    | 5/6/2025            | 8/6/2025            |                  | Extension Received 10/7/24           |
| 1400                                                             | POCO-R0611    | 2230185R      | Neighborhood Hospital Golden Slipper Rd (Embree) (6/27/22) | Land Dev't                 | Prelim/Final | 4/8/2024              | Conditional Approval 10/10/23      | Conditional Approval 10/18/23      | 10/18/2024                   | 4/18/2024           | 7/18/2024           |                  | Project not moving forward per owner |
| 1412                                                             | POCO-R0620    | 2330209R      | GWL Employee Housing (4/10/23)                             | Land Dev't                 | Final        | 8/1/2023              | Conditional Approval 7/10/23       | Conditional Approval 8/21/23       | 8/21/2024                    | 2/21/2024           | 5/21/2024           |                  |                                      |
| 1415                                                             | POCO-R0629    | 2230198R      | Ertle Development Wawa (10/10/23)                          | Land Dev't                 | Prelim/Final | 8/20/2024             | Conditional Approval 4/8/24        | Conditional Approval 5/6/24        | 5/6/2025                     | 11/6/2024           | 2/6/2025            |                  |                                      |
| 1419                                                             | POCO-R0623    | 2330233R      | MCTI Conference Center Addition & Consolid. (10/10/23)     | Land Dev't & Lot Consolid. | Prelim/Final | 5/13/2024             | Conditional Approval 3/11/24       | Conditional Approval 3/18/24       | 3/18/2025                    | 9/18/2024           | 12/18/2024          |                  |                                      |
| 1427                                                             | POCO-R0760    | -             | Wehr Lot Joinder                                           | Lot Joinder                | Final        | 8/19/2024             | N/A                                | Approved 9/3/24                    | 9/3/2025                     | 3/3/2025            | 6/3/2025            |                  |                                      |

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|-----------------|------------------|------------------|------------------------------------------------------------------|---------------------|--------------|-----------------------------|---------------------------------|------------------|--------------------------------|------------------------|------------------------|---------------------|----------|
| 1428            | POCO-R0770       | -                | Amazing Pocono Properties Lot Combination                        | Lot Comb.           | Final        | 8/16/2024                   | N/A                             | Approved 9/3/24  | 9/3/2025                       | 3/3/2025               | 6/3/2025               |                     |          |
| 1429            | POCO-R0780       | -                | Fountain Court Lot Combination                                   | Lot Comb.           | Final        | 9/25/2024                   | N/A                             | Approved 10/7/24 | 10/7/2025                      | 4/7/2025               | 7/7/2025               |                     |          |
| 1432            | POCO-R0880       | -                | Nelson Lot Consolidation (2219 Light Court)                      | Lot Comb.           | Final        | 9/23/2024                   | N/A                             | Approved 10/7/24 | 10/7/2025                      | 4/7/2025               | 7/7/2025               |                     |          |
| 1430            | POCO-R0820       | -                | Sanofi Building 57 Addition (7/8/24)                             | Land Devt           | Prelim/Final | 8/7/2024                    | Conditional Approval<br>8/12/24 | Approved 9/16/24 | 9/16/2025                      | 3/16/2025              | 6/16/2025              |                     |          |
| 1431            | POCO-R0810       | -                | Iroquois Ridge/Back Minor Subdivision (Sullivan Trail) (7/16/24) | Minor Sub           | Final        | 9/5/2024                    | Conditional Approval<br>9/9/24  | Approved 9/16/24 | 9/16/2025                      | 3/16/2025              | 6/16/2025              |                     |          |
|                 |                  |                  |                                                                  |                     |              |                             |                                 |                  |                                |                        |                        |                     |          |

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|-----------------|---------------|---------------|---------------------------------------------------------------|------------------------|---------------|-----------------------|------------------------------------|-----------------------------------|-----------------------------|---------------------|---------------------|------------------|----------|
| <b>RECORDED</b> |               |               |                                                               |                        |               |                       |                                    |                                   |                             |                     |                     |                  |          |
| 1277            | POCO-R0627    | 1330276B      | Trapasso Hotel (1/24/22)                                      | Land Dev't             | Prelim/Final  | 2/16/2022             | Conditional Approval 3/14/22       | Conditional Approval 3/21/22      |                             |                     |                     | 9/2022           |          |
| 1287            | POCO-R0613    | 2230194R      | Spirit of Swiftwater Ph. II (9/11/23)                         | Land Dev't             | Revised Final | 6/7/2024              | Conditional Approval 5/13/24       | Conditional Approval 7/15/24      |                             |                     |                     | 9/26/2024        |          |
| 1364            |               | 1930090R      | Sanofi B-78 Seed Lab (6/10/19)                                | Commercial Land Dev't  | Prelim/Final  | 10/15/2019            | Recommended for Approval 9/23/2019 | BOC Approved 10/21/2019           |                             |                     |                     | 9/27/23          |          |
| 1370            |               | 2030105R      | Sanofi Pasteur B-85 Solid Waste & Recycling Bldg (06/08/2020) | Industrial Land Dev't  | Prelim/Final  | 6/19/2020             | Recommended for Approval 6/22/2020 | BOC Approved 7/20/2020            |                             |                     |                     | 2/23/2021        |          |
| 1372            | POCO-R0621    | 2030104R      | Camp Lindemere                                                | Land Dev't             | Prelim/Final  | 9/28/2021             | Conditional Approval 7/26/21       | Conditional Approval 10/18/21     |                             |                     |                     | 5/16/24          |          |
| 1374            |               | 1930089R      | Northridge at Camelback Ph 11-16 (5/10/21)                    | Residential Land Dev't | Prelim        | 12/13/2021            | Conditional Approval Rec 12/13/21  | Conditional Approval Rec 12/20/21 |                             |                     |                     | 6/29/23          |          |
| 1375            | POCO-R0624    | 2030115R      | Swiftwater Solar (06/14/21) (9/12/21)                         | Commercial Land Dev't  | Prelim/Final  | 4/20/2022             | Conditional Approval 4/25/22       | Conditional Approval 6/6/22       |                             |                     |                     | 11/16/23         |          |
| 1377            | N/A           | 2130149R      | Eudora Hilliard Minor Subdivision (6/28/21)                   | Residential Land Dev't | Prelim        | 7/21/2021             | Recommended Approval 6/28/21       | Conditional Approval 8/2/21       |                             |                     |                     | 12/21/2022       |          |
| 1384            | N/A           | 2130152       | Bartonsville Ave Pump Station 5 Lot Subdivision               | Subdivision            | Prelim/Final  |                       | Recommended approval 8/9/21        | BOC Approved 8/16/21              |                             |                     |                     | 10/2021          |          |
| 1385            | N/A           | 2130163R      | Vassallo Est. Minor/Lot Consolidation (10/12/21)              | Minor Sub              | Final         | 3/23/2022             | Conditional Approval 4/11/2022     | Conditional Approval 5/2/22       |                             |                     |                     | 2/6/24           |          |
| 1390            |               | 2130168R      | Sanofi Pasteur B83 Cold Storage (11/22/21)                    | Commercial Land Dev't  | Prelim/Final  | 8/16/2022             | Conditional Approval 1/23/23       | Conditional Approval 2/6/23       |                             |                     |                     | 8/17/23          |          |
| 1391            |               | 2030114R      | Great Wolf Lodge Expansion (6/28/21)                          | Commercial Land Dev't  | Prelim        | 12/13/2021            | Conditional Approval Rec 12/13/21  | Conditional Approval Rec 12/20/21 |                             |                     |                     | 3/2022           |          |
| 1393            | POCO-R0625    | 2230179R      | Cherry Lane Dev't Partners (Wawa-Tannersville Inn) (8/8/21)   | Land Dev't             | Prelim/Final  | 12/21/2022            | Conditional Approval 1/9/23        | Conditional Approval 2/6/23       |                             |                     |                     | 10/17/23         |          |
| 1394            | N/A           | 2130173R      | Steele's Warehouse Addition (1/10/22)                         | Commercial Land Dev't  | Final         | 3/24/2022             | Conditional Approval 3/28/2022     | Conditional Approval 4/4/22       |                             |                     |                     | 8/2022           |          |
| 1397            | N/A           | 2230176R      | Larson Resubdivision of Brookdale Road (2/28/22)              | Minor Sub              | Final         | 5/18/2022             | Conditional Approval 5/23/2022     | Conditional Approval 6/6/22       |                             |                     |                     | 12/2022          |          |
| 1399            | N/A           | 2230184R      | Coover Minor Subdiv./Lot Line Adjustment (5/9/22)             | Minor Sub              | Final         | 10/6/2022             | Conditional Approval 10/11/22      | Conditional Approval 10/17/22     |                             |                     |                     | 12/2022          |          |
| 1401            | N/A           | 2230205R      | Tannersville Plaza Retail Space (12/12/22)                    | Minor Sub              | Final         | 1/4/2023              | Conditional Approval 2/13/23       | Conditional Approval 3/20/23      |                             |                     |                     | 11/30/23         |          |
| 1404            |               | 2230191R      | Sanofi Pasteur B87 Line 10 Building (7/25/22)                 | Land Dev't             | Prelim/Final  | 1/17/2023             | Conditional Approval 1/23/23       | Conditional Approval 2/6/23       |                             |                     |                     | 8/17/23          |          |
| 1413            | N/A           | 2330216R      | BAD Properties/Fellins (5/8/23)                               | Minor Sub              | Final         | 6/6/2023              | Conditional Approval 6/12/23       | Conditional Approval 6/19/23      |                             |                     |                     | 8/30/23          |          |
| 1418            | N/A           | 2330231R      | Farda Realty SR 0715 (9/11/23)                                | Minor Sub.             | Final         | 9/18/2023             | Conditional Approval 10/10/23      | Conditional Approval 10/18/23     |                             |                     |                     | 10/31/23         |          |
| 1420            | POCO-R0628    | 2330238R      | Youngken Lot Consolidation                                    | Lot Consolid.          | Final         | 3/25/2024             | N/A                                | Conditional Approval 4/1/24       |                             |                     |                     | 9/24/2024        |          |

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|-----------------|------------------|------------------|--------------------------------------------|---------------------|--------------|-----------------------------|----------------------------------|---------------------------------|--------------------------------|------------------------|------------------------|---------------------|----------|
| 1421            | POCO-R0622       | 2330239R         | MCTA Lot Combination (Lot Line Adjustment) | Lot Line<br>Adjust. | Final        | 3/26/2024                   | Conditional<br>Approval 4/8/2024 | Conditional Approval<br>4/23/24 |                                |                        |                        | 7/2/24              |          |
|                 |                  |                  |                                            |                     |              |                             |                                  |                                 |                                |                        |                        |                     |          |

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|------------------|---------------|---------------|-----------------------------------------------|-----------------------|--------------|-----------------------|-----------------------------|-----------------------|-----------------------------|---------------------|---------------------|------------------|------------------------------------------------|
| <b>DENIED</b>    |               |               |                                               |                       |              |                       |                             |                       |                             |                     |                     |                  |                                                |
| 1272             | N/A           | 1130255E      | Kopelson Lot 3 Land Dev't (08/13/13)          | Commercial Land Dev't | Prelim       | unknown date          | Recommended Denial 5/24/21  | BOC Rejected 08/21/21 |                             |                     |                     |                  | Appealed                                       |
|                  | N/A           | 2030121R      | Zitro & Roni Investments                      | Comm/Res Land Dev't   | Prelim       | 1/8/2021              | Recommended Denial 5/24/21  | BOC Rejected 08/21/21 |                             |                     |                     |                  |                                                |
| 1405             | N/A           | 2230192R      | Blessing (Munz) Subdivision (8/8/22)          | Major Sub             | Prelim       | 8/12/2022             | Recommended Denial 10/11/22 | BOC Rejected 10/17/22 |                             |                     |                     |                  |                                                |
| <b>WITHDRAWN</b> |               |               |                                               |                       |              |                       |                             |                       |                             |                     |                     |                  |                                                |
| 1386             | N/A           | 2130160R      | Dianora Minor Subdivision (9/27/21)(12/26/21) | Minor Sub             | Final        | 9/16/2021             |                             |                       |                             |                     |                     |                  | Notification to withdraw appl. rec'd 1/21/2022 |
| 1388             | N/A           | 2130154R      | The Ridge (8/8/22)                            | Land Dev't            | Prelim/Final | 9/26/2022             |                             |                       |                             |                     |                     |                  | LD Application Withdrawn 2/12/24               |
| 1406             | N/A           | 2230193R      | Corre 5 Stadden Road Warehouse (8/8/22)       | Land Dev't            | Prelim       | 10/6/2022             |                             |                       |                             |                     |                     |                  | Application Withdrawn 5/7/23                   |
| 1411             | N/A           | 2230185R2     | 1328 Golden Slipper Road Minor Sub (1/9/23)   | Minor Sub             | Final        | 1/10/2023             |                             |                       |                             |                     |                     |                  | Application Withdrawn                          |

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|----------------------------------------------|---------------|---------------|--------------------------------------------------------------|-----------------------------|--------------|-----------------------|-------------|--------------|-----------------------|---------------------|----------------------|-------------------------------|
| <b>Sketch Plans</b>                          |               |               |                                                              |                             |              |                       |             |              |                       |                     |                      |                               |
|                                              |               | 1730040R      | KenBAR Investment Group (Inactive)                           | Commercial Land Devt        |              |                       |             |              | 6/5/2020              |                     |                      |                               |
| 1380                                         |               | 2030118R      | 2808 Rt 0611 Apartments Land Development                     | Land Devt                   |              |                       |             |              | 8/5/2021              |                     |                      |                               |
| 1402                                         |               | 2230188R      | Iroquois Ridge                                               | Major Sub, Land Devt        |              |                       |             |              | 6/22/2022             |                     |                      |                               |
| 1403                                         |               | 2230189R      | Lands of D E & S Properties (Classic Quality Homes)          | Major Sub, Land Devt        |              |                       |             |              | 7/19/2022             |                     |                      |                               |
| 1380                                         |               | 2330219R      | Lands of Yuriy Bogutskiy 2812 Rt 0611                        | Land Devt                   |              |                       |             |              | 5/3/2023              |                     |                      |                               |
| 1417                                         |               | 2330228R      | Harmony Domes 310 Hallet Road                                | Land Devt                   |              |                       |             |              | 8/29/2023             |                     |                      |                               |
| 1422                                         | POCO-R0619    | 2430243R      | Exclusive Pocono Properties Transient Hotel                  | Land Devt                   |              |                       |             |              | 3/11/2024             |                     |                      |                               |
| 1378                                         | Pending       | -             | Incline Village Expansion                                    | Land Devt                   |              |                       |             |              |                       |                     |                      |                               |
| <b>Final Plans Under Consideration</b>       |               |               |                                                              |                             |              |                       |             |              |                       |                     |                      |                               |
| 1401                                         | POCO-R0630    | 2330223R      | 611 Land Development - Dual Brand Hotel Subdivision (4/8/24) | Minor Sub                   | Final        | 1/18/2025             | 12/9/2024   | 1/6/2025     | 5/7/2024              | 10/15/2024          |                      | Extension rec'd 10/9          |
| 1426                                         | POCO-R0750    | -             | Simpson Minor Subdivision (519-520 Post Hill Road) (7/8/24)  | Minor Sub                   | Final        | 1/6/2025              | 12/9/2024   | 1/6/2025     | 6/26/2024             | 10/15/2024          |                      | 3 mo. extension rec'd on 8/15 |
| <b>Preliminary Plans Under Consideration</b> |               |               |                                                              |                             |              |                       |             |              |                       |                     |                      |                               |
| 1425                                         | POCO-R0680    | -             | Brookdale Spa (9/9/24)                                       | Land Devt                   | Prelim/Final | 12/8/2024             | 11/12/2024  | 12/2/2024    | 10/9/2024             | 10/15/2024          |                      |                               |
| 1358                                         | POCO-R0730    | 1630006R1     | Tannersville Point Apartments (2023) (6/10/24)               | Land Devt/Lot Consolidation | Prelim/Final | 12/31/2024            | 12/9/2024   | 12/16/2024   | 7/3/2024              | 10/15/2024          |                      | Extension to 12/31 rec'd 8/8  |
| 1423                                         | POCO-R0614    | -             | Brookstead Apartments (5/13/24)                              | Land Devt                   | Prelim/Final | 12/9/2024             | 11/12/2024  | 12/2/2024    | 10/1/2024             | 10/15/2024          |                      | 120 day extension rec'd 7/2   |
| 1401                                         | POCO-R0630    | 2330223R      | 611 Land Development - Dual Brand Hotel LD (4/8/24)          | Land Devt                   | Prelim       | 1/18/2025             | 12/9/2024   | 1/6/2025     | 5/7/2024              | 10/15/2024          |                      | Extension rec'd 10/9          |
| 1424                                         | POCO-R0660    | -             | 1124 Sky View Dr. Monopine Tower (4/8/24)                    | Land Devt                   | Prelim       | 1/3/2025              | 12/9/2024   | 12/16/2024   | 8/15/2024             | 10/15/2024          |                      | 60 day extension rec'd 10/7   |

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|-----------------------------------------------------------------|---------------|---------------|----------------------------------------------|------------------|--------------|-----------------------|-------------|--------------|-----------------------|---------------------|----------------------|--------------------------------|
| 1414                                                            | POCO-R0612    | 2330220R      | 135 Warner Rd. (Schliers Towing) (2/12/24)   | Land Devt        | Prelim       | 3/9/2025              | 2/10/2025   | 3/13/2025    | 2/23/2024             | 10/15/2024          |                      | 6 month extension rec'd 8/8/24 |
| 1369                                                            | POCO-R0617    | 2130150R      | Cranberry Creek Apartments (7/25/22)         | Land Devt        | Prelim/Final | 2/11/2025             | 1/13/2025   | 2/3/2025     | 1/25/2024             | 10/15/2024          |                      | 90 day extension rec'd 10/9    |
| 1387                                                            | -             | 2130161R      | Alaska Pete's - 173 Camelback Road (4/10/23) | Land Devt        | Prelim/Final | 12/31/2024            | 12/9/2024   | 12/16/2024   | 4/27/2023             | 10/15/2024          |                      |                                |
|                                                                 |               |               |                                              |                  |              |                       |             |              |                       |                     |                      |                                |
|                                                                 |               |               |                                              |                  |              |                       |             |              |                       |                     |                      |                                |
| <b>Land Development Waiver Applications Under Consideration</b> |               |               |                                              |                  |              |                       |             |              |                       |                     |                      |                                |
|                                                                 |               |               |                                              |                  |              |                       |             |              |                       |                     |                      |                                |
|                                                                 |               |               |                                              |                  |              |                       |             |              |                       |                     |                      |                                |
|                                                                 |               |               |                                              |                  |              |                       |             |              |                       |                     |                      |                                |

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|-----------------------------------------------------|---------------|---------------|-------------------------------------------|------------------|--------------|-----------------------|-------------|--------------|-----------------------|---------------------|----------------------|---------------|
| <b>Pending BOC Decision</b>                         |               |               |                                           |                  |              |                       |             |              |                       |                     |                      |               |
| 1433                                                | POCO-R0920    | -             | Terry - 140 Rose St. (10/15/24)           | Land Devt        | Prelim/Final | 1/13/2025             | 12/9/2024   | 1/6/2025     | 10/14/2024            |                     | PC Approval 10/15/24 |               |
|                                                     | POCO-R0910    | -             | MTG Investment Properties (3199 Rte. 611) | Waiver           | -            | N/A                   |             |              | 9/16/2024             |                     | PC Approval 10/15/24 | Rec'd 8/29/24 |
|                                                     | POCO-R0940    | -             | Sanofi B53 Exterior Freezer Replacement   | Waiver           | -            | N/A                   |             |              | 10/9/2024             |                     | PC Approval 10/15/24 | Rec'd 9/30/24 |
| 1434                                                | Pending       | -             | Gorski Lot Joinder                        | Lot Comb.        | Final        |                       |             |              |                       |                     | N/A                  |               |
| 1435                                                | Pending       | -             | Persoleo Lot Joinder                      | Lot Comb.        | Final        |                       |             |              |                       |                     | N/A                  |               |
| <b>Special Exceptions, Conditional Use</b>          |               |               |                                           |                  |              |                       |             |              |                       |                     |                      |               |
|                                                     |               |               |                                           |                  |              |                       |             |              |                       |                     |                      |               |
|                                                     |               |               |                                           |                  |              |                       |             |              |                       |                     |                      |               |
|                                                     |               |               |                                           |                  |              |                       |             |              |                       |                     |                      |               |
| <b>Pending Item List for Planning Commission</b>    |               |               |                                           |                  |              |                       |             |              |                       |                     |                      |               |
|                                                     |               |               |                                           |                  |              |                       |             |              |                       |                     |                      |               |
| <b>Pending Item List for Board of Commissioners</b> |               |               |                                           |                  |              |                       |             |              |                       |                     |                      |               |
|                                                     |               |               |                                           |                  |              |                       |             |              |                       |                     |                      |               |