



POCONO TOWNSHIP COMMISSIONERS
AGENDA

November 17, 2025 | 6:00 p.m.
205 Old Mill Rd, Tannersville, PA

Zoom Participation

<https://us06web.zoom.us/j/82543499852>

Meeting ID: 825 4349 9852

Passcode: 956992

Open Meeting

Pledge of Allegiance

Roll Call

Announcements

Public Comment-NON-AGENDA ITEMS

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

Presentations

Zelenkofske Alexrod-Jeffrey Weiss & Rachael Gougher-2024 Pocono Township Audit
Motion to accept the Pocono Township 2024 Audit (***Possible Action Item***)

Q3 Treasurer's Report-Frank Cefali & Regina Zuvich

Sal Ciazzo – Hanover Engineers – Waiver Requests and Fee in Leu of – Lot #1 Hotel & Retail (Trap Enterprises) (***Possible Action Items***)

Artem Perchenok – Change in Zoning from R1 to Recreational along Wilke and Camelback Rd.

Hearings

Resolutions

- Motion to Approve Resolution 2025-37 Accepting the revised Sewer Rules and Regulations.
(***Possible Action Item***)
- Motion to approve Resolution 2025-40 granting the final plan approval of Core 5 LDP 1373
(***Possible Action Item***)

- Motion to approve Resolution 2025-41 granting the preliminary/final approval of Trap Lot#1 Hotel & Retail – **(Possible Action Item)**

Consent Agenda

- Motion to approve a consent agenda of the following items:
 - Old business consisting of the minutes of the November 3, 2025 regular meeting of the Board of Commissioners.
 - Financial transactions through November 17, 2025 as presented, including ratification of expenditures in the amount of \$669,737.55 for the following accounts: General Fund, Sewer Operations, Gross Payroll, Capital Reserve, Construction Fund, Transfers. Discussion: **(Action Items)**

NEW BUSINESS

Personnel

Report of the President –

Richard Wielebinski

- Motion to authorize Township Engineer to go out for bid (via Penn Bid), for Learn Rd roundabout project. For bids to be in by December 10, and be awarded for December 15th BOC meeting **(Possible Action Item)**
- Motion to award James Wagner a performance bonus of \$2,000.00 for his assistance in accreditation work & Police architectural assistance. **(Possible Action item)**
- Motion to award Patrick Briegel a performance bonus of \$6,500.00 for his Project Management, and utilities connections, in the construction of the new admin wing **(Possible Action Item)**
- Motion to award Jerrod Belvin a performance bonus of \$12,500.00 for his assistance project management, and donation of time installing and administering the networking , Wi-Fi, Access Control, CCTV, Phone System of the new admin wing. **(Possible Action Item)**
- Motion to approve the Grant Success Lab contract for 2026 in the amount of \$49,200/yr or \$4,100/mo. **(Possible Action Item)**

Commissioner Comments

Natasha Leap – Vice President

Ellen Gndt – Commissioner

- Update – Solar Field
- Pocono Manor Historic District Overlay Exemption **(Possible Action Item)**

Brian Winot – Commissioner

Mike Velardi – Commissioner

Reports

Zoning – SFM Consulting

Police – Chief James Wagner (Second Meeting of Month)

Township Manager's Report – Jerrod Belvin

- Kenny's Way Update
- PennDOT Update
- Control Center Update
- Liquid Fuels Audit Update

Public Works/Sewer Report – Patrick Briegel

- Sewer Business Update
- MCTI & Sullivan Trail Expansions
- Current Public Works Projects
- Motion to adopt Truck / Trailing SOP for Public Works & Park departments (***Possible Action Item***)
- Motion to adopt FMCSA Cargo Securement Rules as an SOP for Public Works & Park departments (***Possible Action Item***)

Township Events Report – Jennifer Gambino (First Meeting of Month)

Township Engineer Report – T&M Associates

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

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

- Sewer Business Update
- General legal update
- Learn Road Easement Process
- PJJWA Update

Adjournment



Zelenkofske Axelrod LLC

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INDEPENDENT AUDITOR'S REPORT

To the Members of the Board of Commissioners
Pocono Township
Tannersville, Pennsylvania

Report on the Financial Statements

Opinions

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of Pocono Township (the "Township") as of and for the year ended December 31, 2024 and the related notes to the financial statements, which collectively comprise the Township's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Township as of December 31, 2024 and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with the basis of accounting described in Note 1.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Township and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Township's management is responsible for the preparation and fair presentation of the financial statements in accordance with the modified accrual basis of accounting described in Note 1. This includes determining that the modified accrual basis of accounting is an acceptable basis for the preparation of the financial statements in the circumstances. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Township's ability to continue as a going concern for one year after the date that the financial statements are issued.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and

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3800 McKnight East Drive, Suite 3805, Pittsburgh, PA 15237
34745 Burbage Road, Frankford, DE 19945

2370 York Road, Suite A-5, Jamison, PA 18929
420 Chinquapin Round Road, Suite 2-i, Annapolis, MD 21401
210 Tollgate Hill Road, Greensburg, PA 15601

www.zallic.org



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To the Board of Commissioners
Pocono Township
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therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Township's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Township's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Adoption of Governmental Accounting Standards Board Pronouncements

In 2024, the Township adopted the provisions of Governmental Accounting Standards Board's Statement No. 99, *Omnibus 2022, Accounting Changes and Error Corrections – an amendment of GASB Statement No. 62*, and Statement No. 101 *Compensated Absences*. Our opinion is not modified with respect to these matters.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 4 through 10, budgetary comparison information on page 37 and 38, pension plan information on pages 39 to 41, and OPEB plan information on pages 42 and 43, be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements



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To the Members of the Board of Commissioners
Pocono Township
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in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Township's basic financial statements. The combining nonmajor fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining nonmajor fund financial statements are the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining nonmajor fund financial statements are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated November 14, 2025, on our consideration of the Pocono Township's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Pocono Township's internal control over financial reporting or on compliance.

That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Pocono Township's internal control over financial reporting and compliance.

Basis of Accounting

We draw attention to Note 1 of the financial statements that describes the basis of accounting. The financial statements are prepared on the modified accrual basis of accounting, which is a basis other than accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

Jamison, Pennsylvania
November 14, 2025

ZELENKOFKSKE AXELROD LLC

TREASURER'S QUARTERLY REPORT SUMMARY
QUARTER 3 2025
REVENUE

	2025					
	GENERAL FUND	CAPITAL RESERVE	LIQUID FUELS	SEWER OPERATING	SEWER CONSTRUCTION	ARPA FUND
Q1	\$ 2,023,403	\$ 6,968	\$ 197	\$ 1,054,490	\$ 27,699	\$ 5,869
Q2	\$ 5,318,874	\$ 43,241	\$ 445,345	\$ 1,424,657	\$ 27,292	\$ 5,038
Q3	\$ 2,025,972	\$ 714,127	\$ 5,101	\$ 1,163,901	\$ 26,795	\$ 4,808
Q4						
Total	\$ 9,368,248	\$ 764,336	\$ 450,644	\$ 3,643,049	\$ 81,787	\$ 15,715
2025 BUDGET	\$ 10,164,958	\$ 4,789,250	\$ 431,346	\$ 4,184,940	\$ 2,923,000	\$ 431,730
% OF BUDGET	92.16%	15.96%	104.47%	87.05%	2.80%	3.64%

	2024					
	GENERAL FUND	CAPITAL RESERVE	LIQUID FUELS	SEWER OPERATING	SEWER CONSTRUCTION	ARPA FUND
Q1	\$ 3,700,815	\$ 1,217,267	\$ 443,756	\$ 1,044,497	\$ 26,439	\$ 5,253
Q2	\$ 4,745,281	\$ 5,032,285	\$ 6,011	\$ 1,050,977	\$ 34,075	\$ 10,117
Q3	\$ 2,383,850	\$ 154,354	\$ 5,859	\$ 1,211,528	\$ 33,202	\$ 9,787
Q4	\$ 1,662,146	\$ 53,660	\$ 214	\$ 1,065,278	\$ 30,827	\$ 7,918
Total	\$ 12,492,092	\$ 6,457,566	\$ 455,842	\$ 4,372,281	\$ 124,542	\$ 33,074
2024 BUDGET	\$ 10,959,931	\$ 11,120,431	\$ 440,138	\$ 3,981,060	\$ 2,372,000	\$ 515,687
% OF BUDGET	113.98%	58.07%	103.57%	109.83%	5.25%	6.41%

	2023					
	GENERAL FUND	CAPITAL RESERVE	LIQUID FUELS	SEWER OPERATING	SEWER CONSTRUCTION	ARPA FUND
Q1	\$ 2,073,520	\$ 77,213	\$ 4	\$ 1,012,497	\$ 7,914	\$ 4,483
Q2	\$ 5,218,868	\$ 1,431,588	\$ 446,259	\$ 1,097,251	\$ 1,412,209	\$ 4,423
Q3	\$ 2,248,275	\$ 532,627	\$ 2,210	\$ 1,091,834	\$ 16,143	\$ 4,297
Q4	\$ 1,424,210	\$ 426,540	\$ 471	\$ 1,154,501	\$ 16,243	\$ 5,840
Total	\$ 10,964,873	\$ 2,467,969	\$ 448,944	\$ 4,356,083	\$ 1,452,509	\$ 19,043
2023 BUDGET	\$ 9,680,843	\$ 441,943	\$ 440,138	\$ 3,981,060	\$ 2,372,000	
% OF BUDGET	113.26%	558.44%	102.00%	109.42%	61.24%	

EXPENSE

	2025					
	GENERAL FUND	CAPITAL RESERVE	LIQUID FUELS	SEWER OPERATING	SEWER CONSTRUCTION	ARPA FUND
Q1	\$ 1,975,713	\$ 252,635	\$ -	\$ 645,555	\$ 22,905	\$ -
Q2	\$ 2,711,052	\$ 312,011	\$ -	\$ 681,428	\$ 102,001	\$ 89,150
Q3	\$ 3,181,833	\$ 481,629	\$ -	\$ 724,690	\$ 8,561	\$ 14,950
Q4						
TOTAL	\$ 7,868,598	\$ 1,046,275	\$ -	\$ 2,051,673	\$ 133,467	\$ 104,100
2025 BUDGET	\$ 10,168,188	\$ 4,789,250	\$ 431,346	\$ 3,995,074	\$ 2,923,000	\$ 393,366
% OF BUDGET	77.38%	21.85%	0.00%	51.36%	4.57%	26.46%

	2024					
	GENERAL FUND	CAPITAL RESERVE	LIQUID FUELS	SEWER OPERATING	SEWER CONSTRUCTION	ARPA FUND
Q1	\$ 2,665,222	\$ 501,281	\$ -	\$ 633,291	\$ 12,885	\$ 33,345
Q2	\$ 2,678,832	\$ 5,501,651	\$ -	\$ 748,288	\$ 57,898	\$ 17,018
Q3	\$ 1,781,445	\$ 570,785	\$ 440,138	\$ 612,737	\$ 47,924	\$ 79,091
Q4	\$ 2,563,753	\$ 314,065	\$ 2,307	\$ 1,339,771	\$ 54,318	\$ 162,426
TOTAL	\$ 9,689,252	\$ 6,887,781	\$ 442,445	\$ 3,334,088	\$ 173,025	\$ 291,880
2024 BUDGET	\$ 10,959,931	\$ 11,120,431	\$ 440,138	\$ 3,792,825	\$ 2,372,000	\$ 515,687
% OF BUDGET	88.41%	61.94%	100.52%	87.91%	7.29%	56.60%

	2023					
	GENERAL FUND	CAPITAL RESERVE	LIQUID FUELS	SEWER OPERATING	SEWER CONSTRUCTION	ARPA FUND
Q1	\$ 1,938,559	\$ 239,383	\$ -	\$ 618,052	\$ 3,780	\$ 8,153
Q2	\$ 2,855,401	\$ 572,230	\$ -	\$ 1,874,930	\$ 21,742	\$ 24,997
Q3	\$ 2,012,719	\$ 1,308,031	\$ 447,600	\$ 568,320	\$ 2,699	\$ 37,095
Q4	\$ 2,170,379	\$ 283,835	\$ -	\$ 1,273,844	\$ 141,800	\$ 70,568
	\$ 8,977,059	\$ 2,403,480	\$ 447,600	\$ 4,335,147	\$ 170,021	\$ 140,814
2023 BUDGET	\$ 10,053,643	\$ 6,228,993	\$ 447,600	\$ 4,290,821	\$ 1,797,000	\$ 357,645
% OF BUDGET	89.29%	38.59%	100.00%	101.03%	9.46%	39.37%



HanoverEngineering

3355 Route 611 • Suite 1 • Bartonsville, PA 18321-7822
Phone: 570.688.9550 • Fax: 570.688.9768 • HanoverEng.com

November 10, 2025

Board of Commissioners
Pocono Township
112 Township Drive
Tannersville, PA 1837

RE: Waiver Request Letter
Trap Enterprises Rt 611 Project
Revised Final Land Development Plan
Pocono Township, Monroe County
Hanover Project PA-1277

Dear Commissioners:

On behalf of Trapasso and Winot Enterprises LLC, we would like to request the following waivers:

§390-48.W(1):

A waiver is requested to allow for cut slope embankments to have a 2:1 slope instead of the 3:1 slope required by this section.

Justification: Embankment stabilization calculations through North American Green are provided for a 2:1 embankment scenario in the ESPC and PCSM Reports, and adequate erosion control matting is proposed accordingly. The applicant has equipment capable of mowing and maintaining these slopes on a regular basis. A 3:1 fill slope is being maintained throughout the proposed development.

§390-59.B:

A waiver is requested to allow for parking spaces to have a 9-foot width as opposed to the 10-foot width required by this section.

Justification: By consolidating the proposed parking space width to 9 feet from the 10 feet that is required, the development footprint and associated impervious coverage is able to be reduced to minimize environmental impacts. Additionally, numerous projects in the Township have also been granted this modification in recent years.

Should you have any comments or questions please contact the undersigned.

November 10, 2025

Respectfully,

HANOVER ENGINEERING



Salvatore J. Caiazzo, PE
Project Engineer

sjc:ebr

S:\Projects\Private\Pocono-Priv\PA-1277 Lot i Hotel and Retail LDP\Docs\2025-08-19 Waiver Request Letter.docx

cc: Mr. Vincent Trapasso, Trapasso and Winot Enterprises LLC, via email
Mr. Brian Winot, Trapasso and Winot Enterprises LLC, via email
Mr. Jerrod Belvin, Pocono Township Manager, via email
Mr. Leo DeVito, Esquire, Township Solicitor, via email
Mr. Jon S. Tresslar, PE, PLS T&M Associates, Township Engineer, via email



Paul Morgan <paul@sfmconsultingllc.org>

Zoning Change Inquiry

1 message

Artem Perchenok <artem@perchnyc.com>

Mon, Oct 27, 2025 at 3:57 PM

To: "paul@sfmconsultingllc.org" <paul@sfmconsultingllc.org>

Hi Paul,

Thank you for taking the time to speak with me last week regarding potential zoning changes for our property at **102 Wilke Rd**. As we discussed, this parcel sits in a unique triangular area where Wilke Rd is currently zoned **recreational**, while the properties across **Camelback Rd** are zoned **commercial**. Given the location and surrounding land use, we believe a zoning change from **R-1** would be both logical and beneficial.

The property at 102 Wilke Rd consists of approximately **2.6 acres** with no immediate neighboring residences. We also own the adjacent parcel at **394 Camelback Rd**, which is approximately **2 acres**, and we would like to explore a similar zoning change for that property as well.

Could you please advise on the next steps in the process so we can begin moving forward? We believe this change would not only enhance the use of the land but also generate additional benefits for the township through increased fees (approximately \$5,000) and ongoing tax revenue from potential rentals.

I appreciate your time and guidance, and I look forward to your feedback.

Best regards,

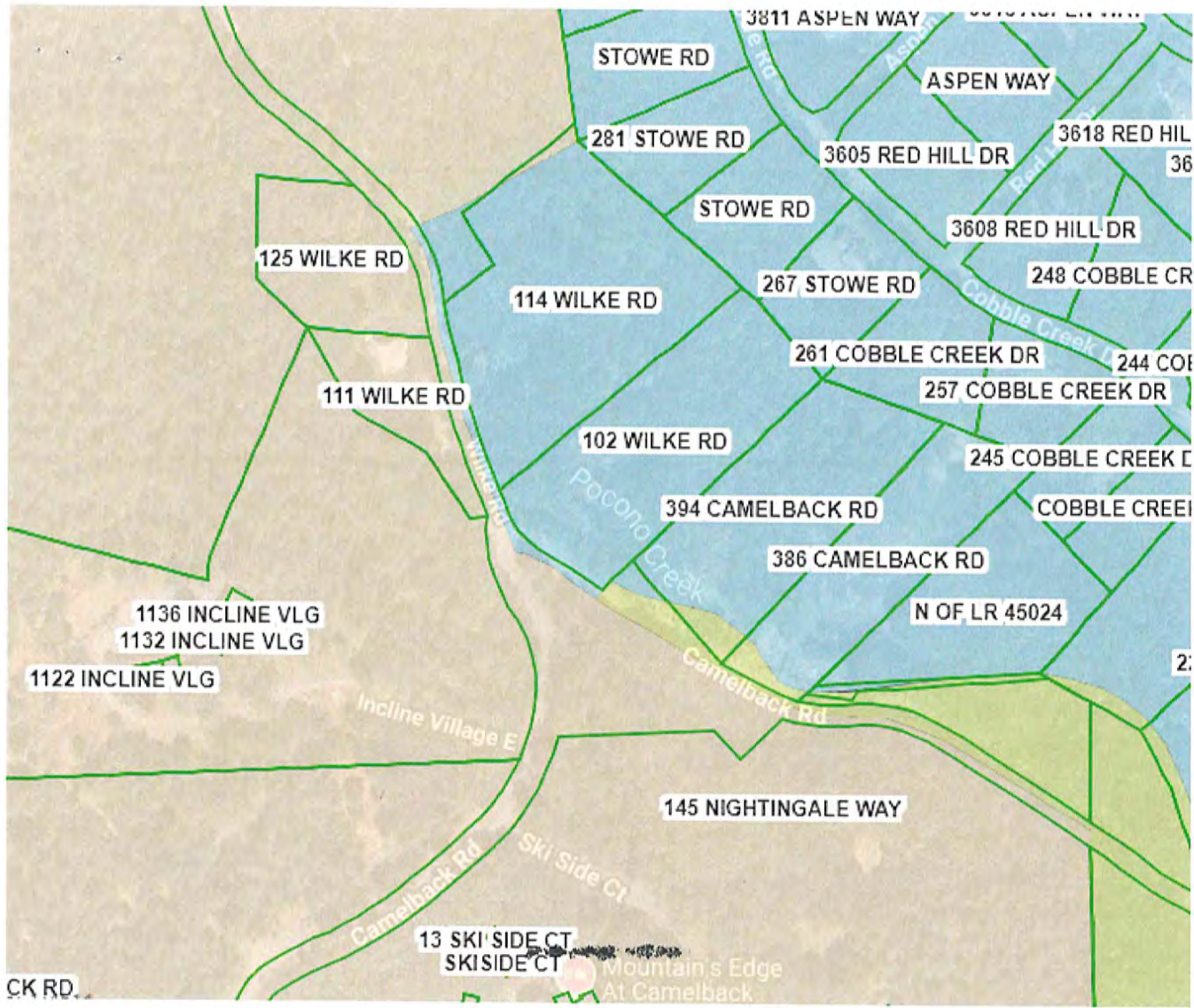
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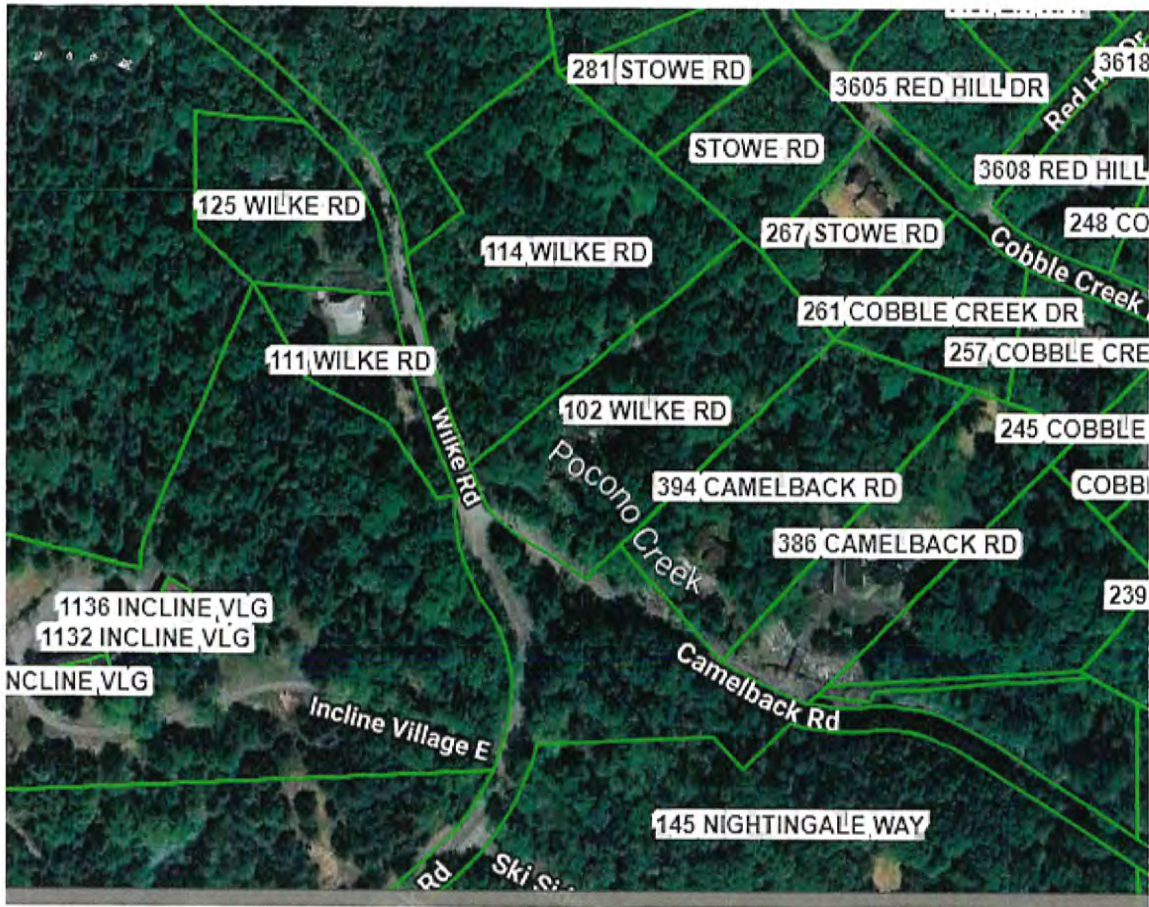
Artem Perchenok

Artem@PerchNYC.com

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**TOWNSHIP OF POCONO,
Monroe County, Pennsylvania**

RESOLUTION NO. 2025-37

**OF THE BOARD OF COMMISSIONERS OF POCONO
TOWNSHIP, MONROE COUNTY, PENNSYLVANIA,
AMENDING AND RESTATING RESOLUTION NO. 2013-10
ESTABLISHING USER CHARGES, TAPPING FEES AND OTHER
FEES AND CHARGES IMPOSED ON CUSTOMERS OF THE
SEWER SYSTEM IN THIS TOWNSHIP, AND PROVIDING FOR
THE PAYMENT AND COLLECTION OF THE SAME; AND
ESTABLISHING RULES AND REGULATIONS GOVERNING
THE USE OF THE SEWER SYSTEM IN THIS TOWNSHIP.**

SECTION 1 - DEFINITIONS

The following words and terms, as used herein, shall have the meanings respectively ascribed to them by this Section, unless the context clearly indicates a different meaning:

Ammonia Nitrogen as N shall mean ammonia nitrogen as determined pursuant to the procedure set forth in the latest edition of "Standard Methods for the Examination of Water and Wastewater", published by American Public Health Association, Inc.

BCRA shall mean the Brodhead Creek Regional Authority, acting through its governing Board, as Owner and operator of the Treatment Plant and, in appropriate cases, as agent of the Township hereunder.

BCRA Rules and Regulations shall be those regulations regulating sewage discharges to the BCRA WWTP as amended from time to time as provided for in Exhibit A. These BCRA Rules and Regulations are included and incorporated into these Pocono Township Rules and Regulations. In the event of a conflict between the two, the most restrictive regulations shall prevail, or in the case of other conflict, the BCRA Rules and Regulations shall prevail.

Board of Commissioners shall mean the Board of Commissioners of Pocono Township. All references to the Board of Supervisors shall be understood to be referring to the Board of Commissioners.

BOD (Biochemical Oxygen Demand) shall mean the quantity of oxygen, expressed in milligrams per liter, utilized in the carbonaceous biochemical oxidation of organic matter under standard laboratory procedure in five (5) days at twenty (20°) degrees centigrade, which standard laboratory procedure shall be as set forth in the latest publication of 40 CFR 136 or any successor regulation.

Building Sewer shall mean the extension from the sewage drainage system of any Improved Property to the Lateral serving such Improved Property. It shall extend from the building line to the right of way of a road or easement and connect the building sewer to the sewer lateral as depicted on the Township's standard construction details provided in the Construction Standards. The Building Sewer shall be owned and maintained by the property served.

Building or Service Lateral or Lateral shall mean the sewer line located within a road right of way or sanitary sewer easement extending from the end of the Building Sewer to the sewer main as depicted on the Township's standard construction details provided in the Construction Standards. The Lateral shall be owned and maintained by the Township.

Commercial Establishment shall mean any room, group of rooms, building or enclosure, or group thereof, connected, directly or indirectly, to the Sewer System and used or intended for use in the operation of a business enterprise for the sale and distribution of any product, commodity, article or service, which maintains separate toilet, sink or other plumbing facilities in the room or group of rooms utilized for such business enterprise.

Commonwealth shall mean the Commonwealth of Pennsylvania.

Connection Ordinance shall mean the Ordinance enacted by this Township requiring Owners of certain Improved Property located in the Township to connect to such Sewer and use the same in such manner as this Township may ordain.

Connection Permit shall mean the permit issued by the Township authorizing an Owner to connect an Improved Property to the Sewer System.

Cooperation Agreement shall mean the Amended and Restated Intermunicipal Cooperation Agreement dated May 1, 2010, as well as the First Supplement to the Amended and Restated Intermunicipal Cooperation Agreement dated November 1, 2010, all between the Borough of Stroudsburg, the Township of Hamilton, the Township of Pocono, the Township of Smithfield, the Township of Stroud, the Stroud Township Sewer Authority, and the Brodhead Creek Regional Authority and any subsequent amendment thereto.

County shall mean the County of Monroe, Pennsylvania.

Customer Facilities Fee is the customer facilities fee described in Act 57 of 2003 for the actual cost of the Building Sewer (i.e. facilities, including labor and other costs associated with the installation thereof, serving the Improved Property from the property line or the curb stop to the dwelling or building to be served) when installed by the Township. The fee also includes the cost of a grinder pump unit furnished by the Township for pick-up and installation by the Owner.

DEP shall mean the Pennsylvania Department of Environmental Protection or any successor agency of the Commonwealth of Pennsylvania.

Developed Property shall mean any property within the Sewered Area which was an Improved Property on October 20, 2009.

Domestic Sanitary Sewage shall mean normal water-borne from a typical sanitary sewage user , such as wastes from kitchens, water closets, lavatories and laundry facilities, discharged from any Improved Property, as well as water-borne wastes of similar character from similar facilities in offices, hotels, stores, restaurants, hospitals, schools and other Commercial, Educational, Industrial and Institutional Establishments, but in all cases excluding Prohibited Wastes.

Dwelling Unit shall mean any room, group of rooms, single family home, house trailer, apartment, condominium, cooperative or other enclosure and occupied or intended for occupancy as living quarters by an individual, a single family or other discrete group of persons, excluding institutional dormitories.

DRBC shall mean the Delaware River Basin Commission.

Educational Establishment shall mean any room, group of rooms, building or other enclosure connected, directly or indirectly, to the Sewer System and used or intended for use, in whole or in part, for educational purposes, including both public and private schools or colleges.

Engineer A Professional Engineer licensed by the Commonwealth of Pennsylvania and retained by the Township providing services to the Township for assistance with the management and operations of the sewer system. The term Township Engineer or Sewer Engineer shall be considered the same for the purposes of this Resolution.

EPA shall mean the Environmental Protection Agency of the United States of America, or any successor federal department or agency.

Equivalent Dwelling Unit or EDU shall mean the unit of measure deemed to constitute the estimated, equivalent amount of Domestic Sanitary Sewage discharged by a single-family Dwelling Unit, equal to 247 gallons/day water consumption metered by BCRA, or determined by Pocono Township and used for determining the following:

- a. The User Charge;
- b. Tapping Fees payable by a new User;
- c. Additional Tapping Fees payable by Users who:
 - 1. construct an addition to an existing Improved Property;
 - 2. expand an existing use of an Improved Property;
 - 3. change the use of an Improved Property;

4. increase sewage use as measured by either a water or sewer meter, for any reason other than an unidentified loss of water or inflow and infiltration which is remediated within two (2) months of determination of where the loss is occurring.

Extra Strength Wastes shall mean Sewage which exceeds the limits set forth in this resolution-and/or as otherwise mandated from time to time by any Regulatory Authority having jurisdiction of sewage discharges.

Fats, Oils, and Grease (FOG) shall mean fats, oils and grease as determined by laboratory analysis using analytical methods allowed for NPDES reporting as listed in the latest publication of 40 CFR 136 or any successor regulation.

Flow Allocation, Hydraulic shall refer to the total daily flow allocated to a user as determined by this Resolution and the connection permit.

Flow Allocation, Organic shall refer to the mass loading of organic and inorganic materials measured in lbs/day as further defined by this Resolution.

Grease Interceptor shall mean a large tank or device so constructed as to separate and trap or hold fats, oil, and grease substances from the sewage discharged from a facility in order to keep fats, oil, and grease substances from entering the sewer system.

Improved Property shall mean any property in the Sewered Area of the Township upon which there is erected a structure intended for continuous or periodic habitation, occupancy or use by human beings or animals and from which structure Domestic Sanitary Sewage and/or Industrial Wastes shall be or may be discharged into the Sewer System and is subject to the Connection Ordinance.

Industrial Establishment shall mean any Improved Property used or intended for use, wholly or in part, for the manufacturing, processing, cleaning, laundering, or assembling of any product, commodity or article, or any other Improved Property from which wastes, in addition to or other than Domestic Sanitary Sewage, shall or may be discharged.

Industrial Wastes shall mean any and all wastes discharged from an Improved Property and/or any wastewater having characteristics which may have the potential to be detrimental to the Treatment Plant, other than Domestic Sanitary Sewage.

Institutional Establishment shall mean any room, group of rooms, building or other enclosure connected, directly or indirectly, to the Sewer System, including institutional dormitories and Educational Establishments, and which do not constitute a Commercial Establishment, a Dwelling Unit, or an Industrial Establishment.

Interference shall mean a discharge from the Sewer System that, alone or in conjunction with a discharge or discharges from other sources, inhibits or disrupts the Treatment Plant, its treatment processes or operations or its sludge processes, use or disposal; and therefore, is a cause of a violation of the NPDES Permit or of the prevention of sewage sludge use or disposal in compliance with any of the following statutory/regulatory provisions or permits issued thereunder, or any more stringent Commonwealth or local regulations: Section 405 of the Federal Water Pollution Control Act, also known as the Clean Water Act, as amended, 33 U.S.C. Section 1251, et seq.; the Solid Waste Disposal Act, including Title II, commonly referred to as the Resource Conservation and Recovery Act (RCRA); any Commonwealth regulations contained in any Commonwealth sludge management plan prepared pursuant to Schedule D of the Solid Waste Disposal Act; the Clean Air Act; the Toxic Substances Control Act; and the Marine Protection, Research and Sanctuaries Act.

Large Variations shall mean when a user's flow rates by instantaneous rates in terms of gallons per minute, daily and monthly rates in terms of gallons per day, or strength of waste varies by more than 15 % from time to time.

Legal Requirements shall mean, collectively, all applicable environmental (including influent, treatment and discharge standards and permits then in effect), land use or other laws, regulations, orders, ordinances, codes, restrictions, permits, and other requirements imposed by Regulatory Authorities or by agreement, including but not limited to the Cooperation Agreement and the Sewage Treatment Agreement.

Material Change shall be established where a non-residential commercial or Industrial User has increased its water consumption by greater than fifty (50%) percent of the next higher EDU (e.g., 124 gpd monthly average) based on the previous year's consumption, during the user's peak month of utilization, for any reason other than unintentional loss of water by the User due to leakage or Inflow and Infiltration in the sanitary sewer system that is timely removed from the system.

Medical Waste shall mean isolation wastes, infectious agents, human blood and blood products, pathological wastes, sharps, body parts, contaminated bedding, surgical wastes, potentially contaminated laboratory wastes, and dialysis wastes.

Meter shall mean a device approved for measuring the volume of water consumed, or sewage discharged, by the Owner which consumption is the basis for determining the User Charge for sewer service, and which is read by BCRA, Pocono Township or other similar Utility or by a PA Licensed Operator. A water meter or sewer meter may be used for measuring sewage flows. The water meter may be utilized in the absence of a sewer meter. The sewer meter, provided it is calibrated by a third party, at least annually, being considered the primary source of sewage flow data.

National Categorical Pretreatment Standard or Pretreatment Standard shall mean any regulation containing pollution discharge limits promulgated by the EPA in accordance with

Section 307(b) and (c) of the Act (33 U.S.C. 1347) which applies to a specific category of Industrial users.

Owner shall mean any Person vested with title, legal or equitable, sole or partial, of any Improved Property, and the party ultimately responsible for the payment for sewer service.

Operational and Maintenance Plan (O&M) shall refer to the plan developed by the Township for operations, system maintenance, allowable materials, and construction standards for the System. This O&M Plan, as amended from time to time by the Township, is incorporated by reference into this Resolution.

Pass Through shall mean a discharge from the Sewer System which exits the Treatment Plant into Waters of the United States in quantities or concentrations which, alone or in conjunction with a discharge or discharges from other sources, is a cause of a violation of any requirement of the NPDES Permit, including an increase in the magnitude or duration of a violation.

Person shall mean any individual, partnership, company, association, society, trust, corporation or other group or entity, including municipalities, municipality authorities, school districts and other units of government.

pH shall mean the logarithm of the reciprocal of the concentration of hydrogen ions, expressed in grams per liter of solution, indicating the degree of acidity or alkalinity of a substance.

ppm shall mean parts per million parts sewer, by weight.

Reservation Fee(or Standby Fee) shall mean a fee charged for future development with proper standing with the Township to maintain committed capacity in the sewer system for the said future development.

Regulatory Authorities or Authority Having Jurisdiction (AHJ) shall mean collectively, BCRA, EPA, DEP, DRBC, PaPUC, and any other local, county, regional, Commonwealth or Federal authority having jurisdiction on the date hereof or that may have jurisdiction at any time in the future over any aspect of the Sewer System, including influents, collections, conveyance, operations, land use, effluents, rate setting, solid wastes and emissions.

Rules and Regulations being this document, means the prescribed methods adopted by the Township from time to time by resolution, connections to and general use of, the Sewer System and/or the Treatment Plant. Including but not limited to this resolution governing the operations, use and operations of the sewer system.

Septage shall mean any Sewage from holding tanks such as vessels, chemical toilets, campers, trailers, and septic tanks; provided that such term shall not include any Sewage

transported to the Treatment Plant by or at the direction of BCRA due to a new connection, a temporary reduction or disruption in the flow of Sewage through the Sewer System.

Sewage shall mean the liquid and water-carried Domestic Sanitary Sewage or Industrial Wastes from Dwelling Units, and Commercial, Educational, Industrial and Institutional Establishments, whether treated or untreated. The terms "waste" and "wastewater" shall be deemed as Sewage by definition.

Sewage Treatment Agreement shall mean the Sewage Treatment Agreement between the Township and BCRA dated as of March 1, 2011, including all modifications, amendments, supplements, and restatements thereto made and delivered from time to time and at such time constituting part hereof.

Sewer shall mean any pipe or conduit constituting a part of the Sewer System used or usable for collection of Domestic Sanitary Sewage and/or Industrial Wastes.

Sewer System shall mean all facilities, at any particular time, acquired, constructed, or operated by, or on behalf of, the Township for collecting, pumping, transporting, treating and/or disposing of Domestic Sanitary Sewage and/or Industrial Wastes discharged by an Improved Property within this Township and subject to the Connection Ordinance.

Sewered Area shall mean that geographic area or areas of the Township served or to be served by the Sewer System, including all existing or future sewer areas or districts established and approved, from time to time, pursuant to Act 537 and other applicable laws;

Shall means mandatory.

Significant Violation shall mean either (a) the discharge of one or more Prohibited Discharge(s) into the Sewer System, (b) the occurrence of an event or circumstance, caused in whole or in part by a User's non-compliance with/violation of this Resolution or any of the Rules and Regulations, such that the Township's ability to fully comply with all agreements and other requirements to which it is subject in relation to the Sewer System and/or the Treatment Plant, or otherwise relating to its operation of the Sewer System, may be hindered, delayed or jeopardized, and/or (c) be the cause, in whole or in part, of the Township being subjected to Violation Costs and/or surcharges, as defined in, and as provided for, in the Sewage Treatment Agreement.

Slug, Slug Discharge, or Slug Load shall mean any Discharge at a flow rate or concentration, which could cause a violation of the prohibited discharge standards. A "Slug Discharge" is any Discharge of a non-routine, episodic nature, including but not limited to an accidental spill or a non-customary batch discharge, which as a reasonable potential to cause Interference or Pass Through, or in any other way violates the Rules and Regulations or Legal Requirements.

Street shall mean and shall include any street, road, lane, court, cul-de-sac, alley, public way or public square, including such streets as are dedicated to public use, and such streets as are owned by private Persons.

Surcharges shall mean a mandatory payment for exceedances in flow, organic or inorganic mass loading discharged to the Township's system beyond the allowable discharges as set forth in this Resolution for each EDU allocated to a property/connection.

Suspended Solids shall mean the total suspended matter that floats on the surface of, or is suspended in, water, wastewater, or other liquids, and which is removable by laboratory filtering.

Tapping Fee shall mean the tapping fee described in Act 57 of 2003 payable by the Owner of any Improved Property in the area served by the Sewer System which actually connects or is required to be connected pursuant to the Connection Ordinance then in effect requiring such connection or which otherwise connects to the Sewer System.

Total Dissolved Solids (TDS) shall mean total dissolved solids as determined by laboratory analysis using analytical methods allowed for NPDES reporting as listed in the latest publication of 40 CFR 136 or any successor regulation.

Total Phosphorous (P) shall mean total phosphorous as determined by laboratory analysis using analytical methods allowed for NPDES reporting as listed in the latest publication of 40 CFR 136, or any successor regulation.

Total Residual Chlorine (TRC) shall mean residual chlorine as determined by laboratory analysis using analytical methods allowed for NPDES reporting as listed in the latest publication of 40 CFR 136 or any successor regulation.

Total Suspended Solids (TSS) shall mean total suspended solids as determined by laboratory analysis using analytical methods allowed for NPDES reporting as listed in the latest publication of 40 CFR 136 or any successor regulation:

Township shall mean the Township of Pocono, Monroe County, Pennsylvania, a political subdivision of the Commonwealth, acting by and through its Board of Commissioners or, in appropriate cases, acting by and through its agents, including BCRA or other authorized representatives.

Township SCADA System shall mean the Supervisory, Control, and Data Acquisition System constructed and maintained by the Township to monitor and control major sewer components of the Sewer System.

Treatment Plant shall mean the Sewage treatment and disposal system facilities owned and operated by BCRA, together with all appurtenant facilities and properties, and together with any additions, improvements, enlargements and/or modifications thereto from time to time acquired or constructed.

Types of Service shall mean:

- a. Commercial - Improved Property where the User is engaged in trade and/or commerce.
- b. Industrial - Improved Property for use in manufacturing, processing, and distribution activities.
- c. Municipal or Public - A political subdivision of the Commonwealth of Pennsylvania or agency thereof, a municipal authority, school district or other similar public bodies.
- d. Residential - Sewer service for residential households for customary sanitary purposes.

User shall mean the Owner, a tenant or other Person who contributes, causes, or permits the contribution of Domestic Sanitary Sewage and/or Industrial Wastes into the Sewer System from an Improved Property as further defined below:

- a. Small System User shall be that user that has a flow allocation of 10 or less EDUs.
- b. Medium System User shall be those users between 11 EDUs and 50 EDUs
- c. Large System User shall be those users greater than 50 EDUs, or, Medium System users which have Industrial Discharges or potential for discharge of hazardous or prohibited discharges as determined by the Engineer.

User Charge (or Fee) shall mean the periodic charge imposed for services, or availability of services, provided by the Sewer System, as established by Resolution of the Township, from time to time. A User Charge may include surcharges for uses beyond allocated flow either organic or hydraulic.

Violation shall mean (a) the discharge of any Extra Strength Waste by a User, or (b) any other breach by a User of any provision of any connection or Industrial Waste permit, this Resolution or any Rule or Regulation, which violation does not constitute a Significant Violation.

Violation Costs shall mean all direct and indirect costs and expenses, fines, penalties, liabilities, damages and other costs or expenses (including legal and engineering fees and

expenses) incurred by the Township as a result of a Violation and/or a Significant Violation by a User.

In these Rules and Regulations, the singular shall include the plural and the masculine shall include the feminine and the neuter.

SECTION 2 - CONDITIONS OF SERVICE

2.1 CONDITIONS OF SERVICE

- A. Use of the Sewer System by a User shall be in accordance with this and other applicable resolutions and ordinances of this Township, and the Rules and Regulations.
- B. The Township will furnish sewer service in consideration of the timely payment by User of the applicable Tapping Fee, , Customer Facilities Fee, User Charge, and other charges described herein and set forth on the Schedule of Public Sewer Rates and Charges attached hereto as "Schedule 1" and incorporated herein by reference, as the same may be amended or supplemented from time to time. The Township hereby reserves the right, as often as it may deem necessary, to alter or amend such rates and charges, as well as the Rules and Regulations.

2.2 APPLICATION FOR SERVICE AND CONTRACTS; SEWER RATES; TAPPING FEES

- A. Sewer service shall not be provided to any Improved Property until application shall have been made to the Township, or its agent, by the Owner of such Improved Property or by his authorized agent in accordance with the Connection Ordinance, and a Connection Permit issued by the Township authorizing same. Such application shall be made upon a form prescribed by the Township, wherein the Owner shall state fully all purposes for which he shall desire such service and shall answer accurately all necessary questions. The application for sewer service (regardless of User or applicant) shall constitute a binding, legal representation by the Owner of such Improved Property. Upon approval of the application, issuance of the Connection Permit, and payment of the appropriate fees and charges, the Owner shall install and connect (unless otherwise provided by the Township) the Building Sewer to the Lateral, at the sole cost and expense of the Owner.
- B. The application shall be subject to payment of all Tapping Fees, and Customer Facilities Fees then in effect and applicable to the Improved Property which is the subject of the application. The application, the Connection Ordinance, this resolution, as amended, and the Rules and Regulations shall regulate the sewer service to such Improved Property. The Township may require, prior to

approval of service, special contracts, or agreements in addition to an application for sewer service, if:

1. Service is for a new subdivision and/or land development;
2. Construction of extensions and/or other facilities are necessary;
3. A person shall contract with the Township to lay service pipe to the Improved Property, it being normal procedure for the Township not to furnish material or labor for use upon private Improved Property;
4. An Improved property will operate a private sanitary sewage treatment or pre-treatment facility; or
5. Deemed necessary by the Township.

C. EDUs shall be attributed to an Improved Property as follows:

1. Single Family Dwelling Units and small system users shall be attributed no less than one (1) EDU.-Each principal use, as defined by the Township's Zoning Ordinance or as determined by the Township Zoning Officer, on a parcel shall have no less than one EDU for each use.
2. Any Commercial, Educational, Industrial, Multi-residential, Mixed use (commercial/residential) and Institutional properties served by a metered water supply shall be attributed the number of EDUs determined from their maximum monthly average (i.e. highest month of the year) metered water usage, times 110%, based upon water meter data the twelve (12) month period preceding the date of connection. If sewage meters are utilized, attributed flows shall be 100 % of the metered use over the highest month during a twelve (12) consecutive month period. For proposed development, the applicant may utilize metered water consumption from a similar existing facility to estimate sewer flows with 110 % of the highest month from that facility.
3. Commercial, Educational, Industrial, Multi-residential, Mixed use (commercial/residential) and Institutional properties that do not have metered water service shall be attributed EDUs calculated in accordance with the provisions of Exhibit "C" attached hereto and incorporated herein by reference or metered flow data from a similar facility as outlined above.
4. Improved Properties which, prior to connection, are operating a private sanitary sewage treatment plant to provide sewer service for that Improved Property, shall have the option to be attributed EDUs in accordance with either the provisions of Section 2.2.C.2. above, or

based upon the maximum gallons per day of discharge permitted the DEP discharge permit in existence for that private sanitary sewage treatment plant. Failure of the Owner of the Improved Property to make an election as part of the application for a Connection Permit shall result in the attribution of EDUs in accordance with the provisions of Section 2.2.C.2. above.

5. All Principal uses on a parcel shall have no less than one EDU per Use unless a use is determined to be an accessory use to the principal use as determined by the Township Zoning Officer.

For any Improved Property connected, or proposed to be connected, to the Sewer System that does not have metered water service, the Township may, at the Township's sole cost and expense, install a water meter, and utilize the data from that meter for the purpose of attributing EDUs.

All EDUs shall be allocated in whole numbers and fractional calculated EDUs shall be rounded up to the nearest whole number.

D. Address of Owner.

The Owner of an Improved Property, when initially connecting to the Sewer System, shall provide the Township or its designated agent with, and shall thereafter keep the Township or its designated agent advised of, the Owner's current address.

E. Change in Ownership, Tenancy or Conditions of Water consumption

The Township must be notified upon any change in the ownership of an Improved Property regardless of the User. The Township will prepare a final bill for the seller of the Improved Property and future billings shall be the responsibility of the new Owner. Any User making any Material Change in the size, character, or extent of equipment or operations utilizing sewer service, or whose change in operation results in a substantial increase in the consumption of water, shall immediately give the Township written notice of the nature of the change, and either amend its application, if an application exists with the Township, or submit a new application. The Township shall adjust the applicable EDUs to impose additional Tapping Fees and User Charges based on a new application and/or an increase in water consumption due to such Material Change and based on a recalculation of the actual increase of water consumption as herein defined. Tapping Fees shall not be returned if water consumption is subsequently decreased. Failure to file an application will not relieve a User of the obligation to pay for additional User Charges or additional Tapping Fees pursuant to the three (3) month

recalculation, as set forth herein. The Township shall have the right, upon ten (10) days' notice, to discontinue (or cause to be discontinued) sewer and/water or service until such an application has been submitted and approved.

Unless supported or otherwise restricted by a special services agreement, in the case of Medium and Large System Users, at no time shall any flows from any User exceed 25% of the daily flow allocated to a property on any given day. At no time shall any monthly flow exceed the maximum allocated flow. Should the flows exceed the monthly flows from normal discharges due to over usage, or by more than 50 % of one single EDU (e.g., 124 gpd), the user shall purchase additional EDU(s) for the overages both in terms of User Fees and Tapping Fees.

Peak rates of flow from a User shall be limited to a maximum of 250% of the purchased capacity or 0.429 gpm/EDU as measured over a maximum of a 10-minute period.

F. Changes in Governmental Regulations

All permits, contracts or agreements for sewer service shall be subject to such changes or other modifications as may be required or appropriate to reflect changes in applicable law, rule, or regulation of a governmental body, including the BCRA.

G. Tapping Fees

1. A Tapping Fee is hereby imposed against the Owner of any Improved Property to be served by the Sewer System which actually connects to or is required to be connected thereto pursuant to the Connection Ordinance then in effect, or by special agreement between such Owner and the Township, governing such connection. Calculation and itemization of the maximum lawful Tapping Fee is attached hereto as Exhibit "B" and made a part hereof. The Tapping Fee shall be set by Township Fee Schedule up to the maximum amount shown in the Tapping Fee Study, subject to the Provisions of Act 57 of 2003.
2. The Tapping Fee shall be due and payable at the earlier of: (1) the time application is made to the Township to make connection to the Sewer System or, if applicable, the date when the Township shall connect any such Improved Property to the Sewer System, at the cost and expense of the Owner, when such Owner shall have failed to make such connection as required by the Connection Ordinance in effect requiring such connection, or (2) in the case of Developed Properties

required to be connected following initial construction of the Sewer System, by the date set forth in the written notice from the Township to the Owner to connect, which will not be less than the time period set forth in the Connection Ordinance for such connection to be completed. Owners of an Improved Property which is attributed an additional number of Equivalent Dwelling Units as defined by the Township rate structure herein shall pay a corresponding additional Tapping Fee at the time of being attributed with the new EDU computation as set forth in a written notice thereof to such Owners.

The Township may (but is in no way required to) utilize grant funds to pay a portion of the Tapping Fee for Developed Properties connecting to the Sewer System during the initial connection period following completion of construction of the Sewer System.

H. Contracts with Delinquents

An applicant seeking sewer service who has outstanding charges owed to the Township or BCRA for sewer or water services on other Improved Properties of, or occupied by, such Person, past or present, must pay all such outstanding charges prior to the connection application for the new sewer service being approved.

I. Construction and Material Requirements

All Construction and Material Requirements are included in the System's O&M Plan which is hereby incorporated by reference and as may be amended from time to time by the Commissioners. Those requirements and procedures shall be administered jointly by the Township's Sewer System Engineer and by the Building Code Enforcement Officer based on the requirements of the UCC, the O&M Plan, the PA Wastewater Facilities Manual, BCRA, or other similar Authority Having Jurisdiction (AHJ). The most restrictive requirement shall be enforced.

2.4 BILLS AND PAYMENTS

A. User Charge

1. A User Charge is hereby imposed upon the Owner of each Improved Property which is or shall be required to be connected to the Sewer System, for use of the Sewer System, whether such use is direct or indirect, and for services rendered by or on behalf of the Township and shall be payable as provided herein. Such User Charge may be imposed upon the Owner of an Improved Property who fails or refuses

improperly to connect such Improved Property to the Sewer System, as compensation for the availability of service by the Township in connection with the Sewer System. The User Charge shall be payable by the Owner of each Improved Property commencing the earlier of: (1) the date of actual, physical connection of an Improved Property to the Sewer System, or (2) the expiration of the time period for connection specified in the written notice from the Township to the Owner to connect, which will not be less than the time period set forth in the Connection Ordinance. All bills are payable in person at, or by mail or bank wire funds transfer to, a location designated by the Township. The basic User Charge will be imposed based upon the number of EDUs attributed to the Improved Property. EDU's attributed and User Charges are recalculated on a yearly basis.

2. All non-single-family Dwelling Units supplied with sewer through one connection shall be charged by determining their EDU count calculated to the nearest whole EDU (rounded up).
3. Thereafter, subject to limitations in the Connection Ordinance, if a Small User increases its water consumption by more than the EDU(s) purchased, over a three (3) month period, that User's EDU allocation shall be adjusted by the Township to reflect the increase for purposes of calculating User Charges. The User shall also be attributed additional EDUs as determined by Pocono Township and be required to purchase additional EDU(s) at the then current Tapping Fee amount.
4. In the event a User can demonstrate to the satisfaction of the Township that the User has permanently reduced its long-term water consumption by more than ten percent (10%) then such Owner may request a recalculation of EDU attribution to that Improved Property. The recalculation shall be based upon the highest average monthly peak flow over a one-year period of data collection. If the Owner is able to satisfactorily demonstrate that a reduction in EDUs attributed to the Improved Property should be, and such a reduction is in fact, granted by the Township, then the Owner shall receive a commensurate reduction of the basic User Charge effective with the first complete billing cycle occurring after such determination. However, at no time shall a user fee be less than one (1) EDU.
5. In the event a reduction in EDUs attributed to an Improved Property is granted, the Owner shall forfeit an equal amount of sewer capacity previously allocated to that property. The Owner shall not, as a result of the granted decrease in the EDU attribution, be entitled to the refund of, or credit for, User Charges previously paid or payable. Further,

subject to the express exception set forth in Paragraph 2.4.A.6. below, the Owner shall not be entitled to refund of, or credit for, Tapping Fees previously paid for such EDUs. Any future increase in the number of EDUs attributed to such Improved Property, as described in Paragraphs 2.2.E. or 2.4.A.3. above, shall result in the imposition of additional Tapping Fees and User Charges.

6. The foregoing notwithstanding, within sixty (60) days after the expiration of the first twelve (12) months of being connected to the Sewer System (the "Initial Connection Period"), the Owner of any Commercial, Industrial, Multi-residential, Mixed use (commercial/residential), Educational, Institutional or public (non-residential) Improved Property whose EDU attribution was based upon the maximum monthly average (i.e. highest month of the year), may request a recalculation of the EDU attribution for that Improved Property based upon its maximum monthly average metered water consumption, plus 10% for the Initial Connection Period. If that recalculation establishes that the number of EDUs attributed to such Improved Property at the time of initial connection was greater than the attribution that would have been made on the basis of the maximum monthly average metered water consumption for the Initial Connection Period, the EDU attribution to that Improved Property shall be reduced accordingly, the Owner shall receive a commensurate reduction of the basic User Charge effective with the first complete billing cycle occurring after such determination, the Owner shall forfeit an equal amount of sewer capacity previously attributed to that Improved Property. Any future increase in the number of EDUs allocated to such Improved Property, in excess of the reattributed count, shall result in the imposition of additional Tapping Fees and User Charges.
7. In addition, solely with respect to any Commercial, Industrial, Multi-residential, Mixed use (commercial/residential), Educational, Institutional or public (non-residential) Improved Property which, prior to connection, was operating a private sanitary sewage treatment plant to provide sewer service for that Improved Property, and with respect to which EDUs were initially attributed to such Improved Property in accordance with the provisions of Section 2.2.C.2. above, the Owner of that Improved Property may request a recalculation of the EDU attribution for that Improved Property based upon its maximum monthly average metered sewer flow for the Initial Connection Period, provided, in the opinion of the Township, the Improved Property had a properly operating and properly calibrated sewer meter installed and operating for the Initial Connection Period. If that recalculation

establishes that the number of EDUs attributed to such Improved Property at the time of initial connection was greater than the attribution that would have been made on the basis of the maximum monthly average metered sewer flows for the Initial Connection Period, the EDU attribution to that Improved Property shall be reduced according; the Owner shall receive a commensurate reduction of the basic User Charge effective with the first complete billing cycle occurring after such determination; for all future purposes of billing and attribution of EDUs, provided the sewer meter remains installed, properly calibrated and properly operating, monthly metered sewer flows shall be utilized in lieu of metered water consumption; the Owner shall forfeit an equal amount of sewer capacity previously attributed to that Improved Property; and the Owner shall be entitled to a refund of, or credit for, Tapping Fees previously paid for such forfeited sewer capacity. Any future increase in the number of EDUs allocated to such Improved Property, in excess of the reattributed count, shall result in the imposition of additional Tapping Fees and User Charges.

8. Nothing herein contained shall be deemed to prohibit this Township from entering into separate or special agreements with Owners of Improved Property or other Persons with respect to the User Charge or surcharge to be imposed in those cases where, due to special or unusual circumstances, the User Charge set forth herein shall be deemed by this Township, in its sole discretion, to be inequitable, or where it is in the best interests of this Township to do so.
9. No approvals by the PA DEP under the provisions of Act 537 represent purchase or Reservation of EDUs. Capacity allocations under Act 537 represent the right for a User to connect to the Pocono System at a given flow allocation, subject to purchase of the EDUs through payments of Tapping Fees. No capacity is guaranteed by Pocono Township until such time Tapping Fees are paid, and User Fees are paid on said Tapping Fees.

B. Basis for Preparation of Bills

1. Typically, all bills for sewer services furnished by the Township will be issued monthly based upon the current Schedule of Public Sewer Rates and Charges of the Township.
2. The User Charge shall be non-abatable for non-use of sewer service, and non-cumulative against subsequent use. In the case of fractional bills covering less than a month, minimum charges and allowances of sewer shall be pro-rated for new connections only.

3. The Owner of an Improved Property shall be fully liable for payment if a tenant or other User moves out without paying the bill. Tenants shall not be billed directly by the Township and the Owner shall be responsible for passing the bill onto the tenant for payment if the lease agreement calls for the tenant to pay sewer bills.
4. Bills for surcharges as outlined in this Resolution shall be billed directly from the Township separate from service bills.

C. Payment of Bills

1. All bills are due and payable within twenty-one (21) days after the date of the bill, and a late fee equal to 10% per annum of the amount of such bill for the number of days such bill is delinquent (calculated on the basis of a year of 365 days), will be added to all bills if not paid when due. Acceptance of remittance of bills on the last day of this twenty-one (21) day period shall be determined by the date of actual receipt of the User's payment at the designated payment office.
2. If a User has not served written protest to the Township within fifteen (15) days after the date of a bill, it shall be considered an undisputed bill.
3. If a bill is paid by check and the check is returned by the bank for any reason, a charge of \$20.00, or as may be amended from time to time, shall be paid by the User in addition to the amount of the bill and the late fee.
4. Payment schedules can be obtained on a case-by-case basis pending the Township's approval.
5. Failure of any person to receive bills for User Charges and other charges shall not be considered an excuse for non-payment, nor shall such failure result in an extension of the period of time during which the bill shall be payable.
6. Every Owner of Improved Property shall remain liable for the payment of User Charges and surcharges until the later of: (1) the receipt by the Township of written notice by such Owner that the Improved Property has been sold, containing the correct name and mailing address of the new Owner, or (2) the date on which title to the Improved Property is transferred to a new Owner. Failure to provide notice renders an Owner continuously liable for any charges that may accrue until such time as

the Township has been properly notified of any change in ownership as described above.

7. Tapping Fees, User Charges, and all other charges imposed by this Resolution shall be a lien on the Improved Property from the date imposed.

D. Unpaid Bills

1. If the Owner fails or neglects to pay, for a period of thirty (30) days from the due date thereof, any sewer bill or payment due, the Township shall provide to such Owner ten (10) days' notice in writing of the fact that such payment has become delinquent and that the Township intends to shut off sewer service, and/or to shut off, or request BCRA to shut off, the water supply to the Improved Property. This notice will also be posted at a main entrance of the Improved Property. If during such (10) day period the Owner delivers to the Township a written statement, under oath or affirmation, stating that he has a just defense to the claim, or part of it, for such rentals or charges, then the sewer service and the water supply shall not be shut off until the claim has been judicially determined. This statement shall also contain a declaration under oath or affirmation that it was not executed for the purpose of delay.
2. The Township shall, in addition to the above, have the right to exercise any and all rights and remedies granted by the Connection Ordinance or applicable law; bring a legal action to recover any amount due to it and/or to enter a municipal lien or claim against the Improved Property in the Office of the Prothonotary of Monroe County, and to collect the same in the manner provided by law for the collection of such liens or claims, all of which rights and remedies shall be cumulative.

E. Service of Notices

1. With the exception of the Notice to Connect, all notices and bills relating to the Sewer System shall be deemed to have been properly served if left upon the Improved Property served, if mailed to the Owner, or served in person to the Owner at the Owner's address as shown on the records of the Township.
2. The Township will send all such notices and bills to the address given on the application for sewer service until a notice of change of address, in writing, has been filed with the Township by the Owner.

3. All notices of general character, affecting or likely to affect all or a large number of Users, shall be deemed to have been properly given or served if advertised in the newspaper designated by the Township.

F. Surcharge

1. The Owner of any Improved Property which shall discharge Extra Strength Wastes or excessive flows to the Sewer System shall, in the discretion of the Township, pay a surcharge. Surcharges shall be paid in addition to all User Charges computed in accordance with provisions of Section 2.4 and shall be computed on such basis, and payable at such times, as the Township may from time to time establish. In imposing any surcharge, the Township will consider the provisions of any agreements to which the Township is a party governing the treatment of Domestic Sanitary Sewage or Industrial Wastes. Determination of surcharge quantities for Extra Strength Waste discharges shall be made based upon: (1) suitable sampling and analysis methods specified by the Township; or (2) from estimates made by the Township; or (3) from known relationships of products produced to strengths of such wastes for those industries where such factors have been established. In establishing such waste strengths for surcharge purposes by analysis, analyses shall be made in accordance with procedures outlined in the latest edition of "Standard Methods for the Examination of Water and Wastewater" published by the American Public Health Association, Inc. The surcharge for exceedances of hydraulic flows and organic loadings shall be based on the hydraulic or organic flow which exceeds the allocated flow applied to the current EDU billing rate by the nearest whole EDU, rounding up.
2. In addition to the foregoing, if Extra Strength Wastes are being discharged, the Owner shall be liable for the cost and expense of laboratory testing, and legal and engineering costs in relation to the same and shall reimburse the Township and/or BCRA for any such costs and expenses upon demand.
3. All monitoring costs and expenses shall be the sole liability and responsibility of the Owner.

2.5 COMPLAINTS

- A. Complaints relative to the character of the service furnished, the reading of water meters, or concerning bills rendered shall be in writing and mailed to the billing office of the Township or its designated billing agent.

- B. If an employee of the Township, or its agent, is called out after normal business hours in response to a complaint by a User and if the cause of such complaint is not deemed to be the responsibility of the Township, then the User will be charged on the basis of time and materials with a minimum service charge of \$150.00, which fee may be changed from time to time.

2.6 CONDITIONS OF PLUMBING SYSTEM

The piping and fixtures on the Improved Property shall be in satisfactory condition at all times. The Township shall not be liable for any accidents, breaks, or infiltration resulting from connection of a Building Sewer to a Lateral or Sewer. The Township shall not be responsible for piping and fixtures of any User or for any damage to the Improved Property which may result from the Building Sewer or Lateral constructed by the User.

2.7 INDIVIDUAL LIABILITY FOR JOINT SERVICE

Two or more Persons who jointly have sewer service shall be jointly and severally liable for all bills issued by the Township, its agent or BCRA pertaining to the same. The Township reserves the right in such individual cases when deemed necessary to make one or more of said parties the guarantor for payment of said bill and to send a single bill.

No new joint applications for sewer service shall be granted by the Township and all Building Sewers must connect to a Lateral dedicated and solely utilized for a specific Building Sewer.

2.8 INSPECTION

Authorized employees of the Township, or its agent, presenting an identification card, shall have access to the Improved Property at all reasonable hours, for the purpose of sewer facility inspection, installation, repair and/or replacement; inspection, setting, reading, repairing, and removal of the water meter or sewer meter; and for all other justifiable purposes in related to the Sewer System.

2.9 INTERFERENCE WITH THE SEWER SYSTEM

For the protection of the Sewer System, no Person shall damage, injure, molest, disturb, or interfere with any part of the Sewer System. Where any such damage, injury or molestation, disturbance, or interference takes place, any Person observing or becoming aware of the same shall notify the Township immediately.

2.10 RENEWAL OF SERVICE

If sewer service (or water service) for a specific Improved Property has been discontinued, it will be restored after proper application when the conditions under which such service was discontinued, are corrected, and upon the payment of all delinquent fees and charges attributable to such Improved Property, or an arrangement satisfactory to the Township, or its agent, for payment of the arrearage is made, including all charges, costs and expenses related to shutting off and restoring sewer service and/or water service. References herein to termination or restoration of sewer service for delinquencies in payment of bills or otherwise, shall also refer to public water service provided to such Improved Property by BCRA.

2.11 CALCULATIONS OF EDUs

EDUs shall be calculated using the following methodology for all new connections to the Townships system:

- A. Use Based Calculations: All new users proposing a new use shall utilize the following use generated EDU rating to calculate total flows from a facility, divided by the flow per EDU to generate total required EDU allocation. Each use within a facility shall be evaluated separately and added together. The below shall be the basis of the initial determination to be confirmed by actual water meter usage after the facility is connected and fully occupied.

Use	Unit	gpd/unit
1. Residential Use	Dwelling Unit	247.0
2. 25 or more Residential Uses (Billed as a single Large System User)	Dwelling Unit	200.0
3. Barber Shop	Chair	123.5
4. Retail Store		
a. Per Employee	Total # of Employees	10.0, Plus
b. Gross Area	per 1,000 Square Feet	8.5
5. Offices	Employee	10.0
6. Manufacturing	Employee	20.0
7. Warehouse	Employee	20.0
8. Fast Food Restaurants (Disposal Utensils and dishware)	Meals Served	5.0
9. Sit Down Restaurants	Meals Served	8.0
10. Bars, Taverns, Social Clubs (Not including food services)	Seats	8.5
11. Service Station (garages)	Service Bay	100.0
12. Car Wash	Wash Bay	247.0
13. Laundromat	Washer	123.5
14. Beauty Shop	Chair	247.0
15. Public Swimming Pool Owned and operated by a public entity or non-profit organization (Not including pool backwash or drains)	Each Pool	1,000.0

16. Schools and Daycares	r	247.0
a. Per Employee	Total # of Employees	10.0, Plus
b. Per Student	Total # of Student	8.5, Plus
c. Per Caf. Meal Service	Total of a + b above	10.0, Plus
d. Showers	Total # of Showers	100.0
17. Gym/Fitness Center	Patron	16.5
18. Post Office	Each	247.0
19. Fire House	Each	247
(Not including social clubs or residential services)		
20. Nursing Home/Hospital Bed		123.5
21. Funeral Home	Each	494.0
22. Stadium	Seat	3.0
(Not including food services)		
23. Banquet or Service Hall	Each	
a. None-food services	Seat	1.0, Plus
b. Food Services	Meal	5.0, Plus
(Disposal Utensils and dishware)		
c. Food Services	Meal	8.0, Plus
(Washable Utensils and dishware)		
24. Recreation Area w/o services	Each	247.0
25. Movie Theaters	Seat/Car	3.5
(indoor and drive in)		
26. Commercial garbage grinder	Each	247.0
27. Camps		
a. Camp Site	Site	50.0
b. RV/camper	Site	100.0
c. Laundry Services	Site	15.0
28. Churches	Seat	2.0
29. Dormitory/group housing	Bed	35.0
30. Motel/Hotel	Room	75.0

B. Existing Users and those proposed uses that can provide flow data for no less than one year from a similar facility may utilize the peak monthly recorded flow plus 10% factor of safety as the basis of EDU allocation.

C. All EDU flow calculations are subject to review and approval by the Township Engineer.

SECTION 3 - PROHIBITED WASTES

3.1 No Person shall discharge, or shall cause or allow to be discharged, into the Sewer System any storm sewer, surface water, artesian well water, spring water, ground water, roof runoff, subsurface drainage, building foundation drainage, cellar drainage, any swimming pool filter or pool discharges, condensate, de-ionized

water, noncontact cooling water or drainage from roof leader connections. The Commissioners may, by a Special Sewer Services Agreement, allow for such discharges with specific conditions-based recommendations for monitoring and restrictions based on recommendations from the Engineer.

3.2 Except as otherwise provided, no Person shall discharge, or cause or allow to be discharged, into the Sewer System any matter or substance:

- A. Having a temperature higher than one hundred forty degrees Fahrenheit (140° F.) or less than thirty-two degrees Fahrenheit (32° F.), or which will inhibit biological activity in the Treatment Plant resulting in Interference, but in no case which causes the temperature at the introduction into the Treatment Plant to exceed 104 degrees F (40 degrees C);
- B. Which causes Pass Through or Interference;
- C. Any liquids, solids or gases which by reason of their nature or quantity are, or may be, sufficient either alone or by interaction with other substances to cause fire or explosion or be injurious in any other way to the Treatment Plant or to the operation of the Treatment Plant, including, but not limited to, waste streams with a closed-cup flashpoint of less than 140° F using methods in 40 CFR 261.21. At no time shall two (2) successive readings on an explosion hazard meter, at any point of discharge into the system (or at any point in the system), be more than five percent (5%) nor any single reading over ten percent (10%) of the Lower Explosive Limits (LEL) of the meter. Prohibited materials include, but are not limited to, gasoline, kerosene, naphtha, benzene, toluene, xylene, ethers, alcohols, ketones, aldehydes, peroxides, chlorates, perchlorates, bromates, carbides, hydrides and sulfides and any other substances which the Township, the Commonwealth or EPA has notified the User is a fire hazard or a hazard to the Sewer System;
- D. Containing any solid wastes with particles greater than one-half inch (1/2") in any dimension, resulting from preparation, cooking, and dispensing of food and from handling, storage and sale of produce, which wastes commonly are known as garbage, which have not been ground by household type garbage disposal units or other suitable garbage grinders;
- E. Containing any solids or viscous substances which may cause obstruction to flow in the Sewer System or other interference with the proper operation of the Sewer System and/or the Treatment Plant such as, but not limited to: animal guts or tissues, paunch manure, bones, hair, hides or fleshings, feathers, entrails, whole blood, feathers, ashes, cinders, sand, spent lime, stone or marble dust, metal, glass, straw, shavings, grass clippings, rags, spent grains, spent hops, waste paper, strings, wood, plastics, gas, tar, asphalt residues,

residues from refining or processing of fuel or lubricating oil, mud, glass grinding or polishing wastes, dental floss, wool or other fibers;

- F. Having a pH lower than 5.0 or higher than 10.0, or having any other corrosive property capable of causing damage or hazards to structures or equipment of the Sewer System or any Sewer or to any Person engaged in operation and maintenance of the Sewer System;
- G. Containing toxic or poisonous substances, or which result in the presence of toxic gases, vapors, or fumes, in sufficient quantity to injure or to interfere with any sewage treatment process, to constitute hazards to humans or animals or to create any hazards in sewers which shall receive treated effluent from the Sewer System;
- H. Containing dyes or other materials with objectionable color, from any source that will result in a Treatment Plant effluent exceeding limits in compliance with applicable state or federal regulations, and/or the Treatment Plant's NPDES permit;
- I. Any substance which may cause the Treatment Plant's effluent or any other product of the Treatment Plant, such as residues, sludges, or scums, to be unsuitable for reclamation and reuse or to interfere with the reclamation process. In no case shall a substance discharged to the Treatment Plant cause the Township to be in non-compliance with sludge use or disposal criteria, guidelines or regulations affecting sludge use or disposal developed pursuant to the Solid Waste Disposal Act, the Clean Air Act, the Toxic Substances Control Act or Commonwealth criteria applicable to the sludge management method being used;
- J. Containing radio-active substances and/or isotopes of such half-life or concentration that will result in a Treatment plant effluent exceeding limits in compliance with applicable state or federal regulations;
- K. Having a chlorine demand in excess of twelve (12) mg/l at a detention time of twenty (20) minutes;
- L. Prohibited by any permit issued by the Commonwealth or the EPA;
- M. Containing wastes which are not amenable to biological treatment or reduction in existing treatment facilities, specifically non-biodegradable complex carbon compounds;
- N. Having a waste strength in excess of the table below (except as authorized by written agreement);

0. Having any waste containing toxic or poisonous substances in excess of the following limits, measured at the point of discharge to the Sewer System. Any concentrations exceeding the above will be considered a Violation and subject to Surcharges.

Parameter	concentration, mg/l	Permitted Mass Loading per EDU Lbs
Amonia Nitrogen as N	36	0.074
Arsenic	5.00	0.010
Barium	100.00	0.206
Benzene	0.50	0.001
BOD5	306.00	0.631
Cadmium (as Cd)	1.00	0.002
Carbon Tetrachloride	0.50	0.001
Chlordane	0.03	0.00006
Chlorobenzene	100.00	0.206
Chloroform	6.00	0.012
Chromium	5.00	0.010
o-Cresol	200.00	0.412
m-Cresol	200.00	0.412
p-Cresol	200.00	0.412
Cresci	200.00	0.412
2,4-D	10.00	0.021
1,4-Dichlorobenzene	7.50	0.015
1,2 Dichloroethane	0.50	0.0010
1,1 Dichloroethylene	0.70	0.0014
2,4 Dinitrotoluene	0.13	0.0003
Endrin	0.02	0.00004
FOG	87.00	0.179
Heptachlor	0.01	0.00002
Hexachlorobenzene	0.13	0.0003
Hexachlorobutadiene	0.50	0.0010
Hexachloroethane	3.00	0.006
Lead	5.00	0.010
Lindane	0.40	0.0008
Mercury	0.20	0.0004
Mexthoxychlor	10.00	0.021
Methyl ethyl ketone	200.00	0.412
Nitrobenzene	2.00	0.004
Pentachlorophenol	100.00	0.206
Pyridine	5.00	0.010
Selenium	1.00	0.002
Silver	5.00	0.010
Tetrachloroethylene	0.70	0.0014
Toxaphene	0.50	0.001
TP as P	21.00	0.043
Trichloroethylene	0.50	0.001
2,4,5 - Trichlorophenol	400.00	0.825
2,4,6 - Trichlorophenol	2.00	0.004
2,4,5 - TP (Silvex)	1.00	0.002
TSS	260.00	0.536
TDS	327.00	0.674
Vinyl Chloride	0.20	0.0004

- S. Containing any substance not mentioned in the foregoing list that will cause Interference or Pass Through at the Treatment Plant and exceed the maximum permitted levels for such substance under the requirements of the EPA, DRBC, BCRA, the Commonwealth or; other governmental agencies having jurisdiction;
- T. Any other substance prohibited by resolution, rule, regulation, or agreement of the Township hereafter enacted or adopted from time to time;
- U. Sludges, screenings, or other residues from the pretreatment of industrial wastes;
- V. Consisting of medical wastes, except as specifically authorized by the Township in a wastewater discharge permit;
- W. Causing, alone or in conjunction with other sources, the Treatment Plant's effluent to fail a toxicity test;
- X. Consisting of detergents, surface-active agents or other substances which may cause excessive foaming in the POTW; or
- Y. Consisting of fats, oil or greases of animal or vegetable origin in concentrations which exceed 87 mg/l or otherwise cause Interference or Pass Through.
- Z. Containing total solids of such character and quantity that unusual attention or expense is required to handle such materials at the Treatment Plant, except as may be approved in writing by BCRA and supported by the BCRA's engineers.
- AA. Containing trucked or hauled pollutants.
- BB Consisting of noxious or malodorous liquids, gases, solids, or other wastewater which, either singly or by interaction with other wastes, are sufficient to create a public nuisance or a hazard to life, or to prevent entry into the sewers for maintenance or repair.
- CC. Containing cesspool, septic tank, porta-potty, holding tank discharges, or other septage, unless approved or consented to by the Township.
- DD. Containing sewage, water, or waste of such character and quantity that unusual attention or expense is required to handle such materials at the Treatment Plant, except as may be approved in writing by BCRA and supported by BCRA's engineers.

- EE. Containing sewage, water, or waste containing substances in demonstrated sufficient quantities, which when admixed in the total Treatment Plant influent wastewaters, will interfere with the biochemical processes of the Treatment Plant or the ultimate disposal of sludge or that will pass through the Treatment Plant and cause the effluent to exceed any Legal Requirements. No specific limits have been set herein. Actual Treatment Plant performance will be the basis for setting such limits.
 - FF. Containing Total Dissolved Solids (TDS) which cannot be removed by the treatment process, which consequently passes on to the Treatment Plant's effluent, thereby violating the Treatment Plant's NPDES permit except as may be approved in writing by the Township and BCRA.
- 3.3 Under no circumstances shall any Person discharge or cause to be discharged into the Sewer System any of the substances listed above, without first securing written permission to do so from the designated representative of the Township.
 - 3.4 Upon the promulgation of the Federal Categorical Pretreatment Standards for a particular industrial subcategory, the Federal Standard, if more stringent than limitations imposed under this Resolution for sources in that subcategory, shall immediately supersede the limitations imposed under this Resolution. The Township shall notify all affected Users of the applicable reporting requirements under 40 CFR, Section 403.12.
 - 3.5 No User shall ever increase the use of process wastewater or, in any way, attempt to dilute a discharge as a partial or complete substitute for adequate treatment to achieve compliance with the limitations contained in the Federal Categorical Pretreatment Standards, or in any other pollutant-specific limitation developed by the Township or the Commonwealth.
 - 3.6 Whenever a Person is authorized by the Township and the appropriate governmental agencies to discharge any Domestic Sanitary Sewage or Industrial Waste containing any of the substances or possessing any of the characteristics described above, such discharge shall be subject to the continuing approval, inspection, and review of the Township. If, in the opinion of the Township, such discharges are causing or will cause damage to the sewage system infrastructure or will cause the Township to be in violation of any agreement or order, the Township shall order the Person causing such discharge to cease doing so forthwith, or to take other appropriate action, including exercising the remedies provided in the Connection Ordinance, or delegating to another party duties to take appropriate action, to eliminate the harmful discharge.

- 3.7 Whenever the Township determines that a User is contributing to the Sewer System a Prohibited Discharge, the Owner shall be so notified and shall be required to take such corrective actions as are necessary to correct and alleviate such discharge.
- 3.8 Nothing contained herein shall be construed as prohibiting any special agreement or arrangement between the Township and the Owner of an Improved Property or other Person allowing Industrial Wastes of unusual strength or character to be admitted into the Sewer System.
- 3.9 Where necessary or appropriate, in the opinion of the Township or BCRA, the Owner of an Improved Property shall provide, at the sole expense of the Owner, suitable pretreatment facilities acceptable to the Township and BCRA.
- 3.10 Plans, specifications, and any other pertinent information relating to proposed facilities for preliminary treatment and handling of Industrial Wastes shall be submitted for approval of the Township and BCRA. No construction of any such facility shall commence until approval has been obtained, in writing, from the Township and BCRA, and until approval has been obtained from any and all regulatory bodies having jurisdiction.
- 3.11 Such facilities for preliminary treatment and handling of Industrial Wastes shall be continuously maintained, at the sole expense of the Owner, in good operating condition satisfactory to the Township and BCRA. The Township and BCRA shall have access to such facilities at reasonable times for purposes of inspection and sampling.

SECTION 4 - INDUSTRIAL WASTES AND LARGE SYSTEM USERS

- 4.1 No person shall discharge or cause to be discharged into the Sewer System any Industrial Wastes or wastes not generated from Domestic Sources without prior application for and receipt of a written permit from the Township and/or BCRA.
- 4.2 Any Person desiring to make or use a connection through which wastes not from a Domestic Source shall be discharged into the Sewer System shall file with the Township/BCRA a completed "Industrial Wastes Questionnaire", furnished by the Township/BCRA, which shall supply pertinent data, including estimated quantity of flow, characteristics and constituents of the proposed discharge. The cost of obtaining all such data shall be borne by the Person desiring to make or use the connection to the Sewer System.
- 4.3 Ten (10) days prior to the first day of January, April, July and October of each year, each Large System User shall provide a written report consisting of total anticipated flows in the following quarter, any changes in operations in the service connection, reports of any spills or exceedances, any testing requested by the Township or any

other event or potential service change which could affect the system operations or exceed hydraulic or organic loading allocation.

- 4.4. When required by the Township, the Owner of any Improved Property serviced by a Building Sewer carrying Industrial Wastes or Large System User shall install, at his expense, a suitable control manhole, together with such necessary meters and other appurtenances in the Building Sewer, to facilitate observation, sampling, and measurement of the waste flow.
- 4.5. All measurements, tests, and analyses of the characteristics of waters and wastewaters to which reference is made herein shall be performed in accordance with test method(s) approved by the U.S. Environmental Protection Agency ("EPA") under 40 C.F.R. Part 136. If 40 C.F.R. Part 136 does not contain sampling or analytical techniques for the pollutant in question, or where EPA determines that Part 136 sampling and analytical techniques are inappropriate for the pollutant in question, sampling and analysis shall be performed by using validated analytical methods or any other applicable sampling and analytical procedures, including procedures suggested by the Authority. Samples shall be collected at the control manhole, or in the event that no special manhole has been required, the control manhole shall be considered to be the nearest downstream manhole in the Sewer System to the point at which the Building Sewer is connected, or at another location determined by the Township to be most representative of the discharge under evaluation. (The particular analyses involved will determine whether a twenty-four (24) hour composite of all outfalls of an Improved Property is appropriate or whether a grab sample or samples must be taken.)
- 4.6. The Township may, at its sole discretion, require that metering data or real time testing data, be integrated into the Township SCADA System. Such work shall be performed by the Township's Control Consultant with costs of the installation and integration being paid by the User.
- 4.7. Any Industrial Establishment discharging Domestic Sanitary Sewage and/or Industrial Wastes into the Sewer System and contemplating a change in the method of operation which will alter the characteristics and/or volume of such wastes being discharged shall notify the Township and BCRA, in writing, at least thirty (30) days prior to institution of such change.

SECTION 5 - INTERCEPTORS, GARBAGE GRINDERS, PRETREATMENT AND/OR EQUALIZATION

- 5.1 Industrial Establishments discharging Industrial Wastes shall be subject to the Rules and Regulations adopted by BCRA and attached hereto as Exhibit A. Township appoints BCRA to as its agent on its behalf with respect to the regulation of Industrial

Establishments. The Township also retains the right to provide such administration and enforcement as it deems necessary for the protection of the Township's System.

- 5.2 Grease, Oil, and Sand Interceptors shall be provided by the Owner of any Industrial, Commercial, Educational or Institutional Establishment, at his or its sole cost and expense, when required by the Township and/or BCRA, for the proper handling of liquid wastes containing excessive grease, inflammable wastes, sand, or other harmful substances. All interceptors shall be of a type and capacity approved by the Township and/or BCRA and be constructed or installed at a satisfactory location in accordance with plans approved by the Township and/or BCRA prior to installation or commencement of construction.
- 5.3 The use of mechanical garbage grinders in an Industrial, Commercial, Educational or Institutional Establishment shall not be permitted without prior written approval from the Township.
- 5.4 The Township may require Industrial, Commercial, Educational or Institutional Establishments having large variations in rates of waste discharge by way of flow rate on a daily, instantaneous or weekly or by strength of waste to install suitable regulating devices for pretreating and/or equalizing waste flows to the Sewer System when in the sole opinion of the Township Engineer that such discharges have potential to cause damage or operational concerns to the Pocono system or the BCRA WWTP.

SECTION 6 - GRINDER PUMPS

- 6.1 The Owner of any Improved Property, upon direction of the Township, shall install (unless otherwise agreed to by the Township), operate and maintain at such Owner's cost and expense, a grinder pump or similar apparatus satisfactory to the Township in the manner and at the location directed by the Township. Such grinder pump shall be installed at the time such Improved Property is connected to the Sewer System and shall be subject to inspection and approval together with the remainder of the Building Sewer.
- 6.2 All grinder pumps shall be owned and operated by the User.
- 6.3 All grinder pumps connected to a common low pressure sewer force main owned and operated by the Township shall utilize semi positive displacement type pumps with a flow rate per pump between 9 and 16 gpm regardless of operating pressures.

SECTION 7- VIOLATIONS

- 7.1 For any Violation or Significant Violation the Township may pursue any or all of the following enforcement rights and remedies as the Township, in its sole discretion, may elect:
- A. The Township shall have all Enforcement rights and remedies as set forth in the Connection Ordinance, all of which rights and remedies are incorporated herein by reference; and/or,
 - B. If a User is the source or cause, in whole or in part, of a Significant Violation and the Township either incurs, or is put on notice that it must pay, Violation Costs and/or a surcharge imposed by BCRA in relation to such Significant violation, the Township shall provide notice thereof to the User, and shall have the right to impose, demand and collect payment of/reimbursement for all such Violation Costs and surcharges imposed by BCRA upon the Township with respect to each such Significant Violation, which shall be due and payable by the User to the Township upon demand; in addition the Township may require that the User (i) indemnify and hold harmless the Township from, and pay, any and all resulting uninsured liabilities associated with such Violation Costs, (ii) pay any subrogation claims of the Township and/or (iii) pay any costs relating to obtaining any new permits and/or any increases in the insurance premiums payable by the Township resulting from such Violation or Significant Violation; and/or,
 - C. The User shall pay to the Township upon demand any surcharge(s) imposed upon the User by the Township pursuant to this Resolution.
- 7.2. In addition to the foregoing, the User shall take immediate action, with the approval of the Township, to alleviate the cause(s) of the Violation or Significant Violation, at the sole cost and expense of the User. The Township reserves all legal rights and remedies, including without limitation, the right to injunctive relief to enforce the obligation of the User to take such corrective action.

SECTION 8 - MISCELLANEOUS

- 8.1 The Township, BCRA, and their respective agents shall have the right of access, at all reasonable times, to any part of any Improved Property as necessary for purposes of inspection, observation, measurement, sampling, and testing and for performance of other functions relating to service rendered by the Township and/or BCRA. Where the Owner/User has security measures in force which would require proper identification and clearance before entry onto their premises, the Owner/User shall make the necessary arrangements with their security guards/personnel so that upon presentation of suitable identification, personnel from the Township and BCRA will be permitted to enter onto the Owner's/User's premises, without delay, for the purposes of performing their specific responsibilities.

- 8.2 The Owner of any Improved Property shall be liable for all acts of tenants or other occupants of such Improved Property, as may be permitted by law, insofar as such acts shall be governed by the provisions of this Resolution.
- 8.3 The Township may, from time to time, modify these rules and regulations as it shall deem necessary and proper in connection with the use and operation of the Sewer System (as well as BCRA in the case of the Treatment Plant), which rules and regulations shall be, shall become and shall be construed as part of this Resolution. The Township hereby adopts BCRA's Rules and Regulations (appended hereto as Exhibit A) by reference. Should any of the provisions of the rules and regulations expressly set forth in this Resolution conflict with or be inconsistent with, BCRA's Rules and Regulations, then BCRA's Rules and Regulations shall supersede and control those of the Township, except to the extent such rules and regulations of the Township are more stringent than the conflicting BCRA's Rules and Regulations.
- 8.4 Should any provision hereof be finally determined by a court of competent jurisdiction to be illegal or invalid, no other provision of this Resolution shall be affected, and this Resolution shall be construed and enforced as if such illegal or invalid provision had not been contained herein,
- 8.5 This Resolution shall be effective immediately.
- 8.6 Township shall have the right to assign any of its rights, or delegate any its duties, hereunder to a municipal authority or to another local government unit, in the Township's sole discretion.
- 8.7 This regulation shall supersede any previous regulation in the event of a conflict in standards or procedures.

DULY ADOPTED, by the Board of Commissioners of the Township of Pocono, Monroe County,
Pennsylvania, in lawful session duly assembled, this day of _____, 20____.

TOWNSHIP OF POCONO
Monroe County, Pennsylvania

BY:

Chairman of the Board of Commissioners

ATTEST _____
(Asst) Secretary of the Township

(TOWNSHIP SEAL)

Exhibit A – BCRA Rules and Regulations

Exhibit B – Tapping Fee Study

TOWNSHIP OF POCONO, MONROE COUNTY, PENNSYLVANIA

RESOLUTION NO. 2025-40

**A RESOLUTION GRANTING CONDITIONAL APPROVAL OF THE
CORE5 WARNER ROAD WAREHOUSE
FINAL LAND DEVELOPMENT PLAN**

WHEREAS, the applicant, Core5 Industrial Partners, submitted a plan application titled “Final Land Development Plans, Core5 Warner Road Warehouse” (the “Plan”). The Applicant proposes to construct a 702,000 square foot warehouse with associated truck loading doors, trailer parking, passenger vehicle parking and access drives. The property is located in the C Commercial Zoning District and is known as Monroe County Tax ID No. 12/7/1/27, PIN No.12637200232232; and

WHEREAS, the applicant previously received conditional preliminary plan approval for as set forth in Resolution No. 2022-07; and

WHEREAS, the Township Engineer has reviewed the Plan and offered comments in his letter dated October 30, 2025; and

WHEREAS, the Pocono Township Planning Commission recommended the conditional final plan approval of the Plan at a meeting held on November 10, 2025; and

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

NOW THEREFORE BE IT HEREBY RESOLVED by the Board of Commissioners of Pocono Township, County of Monroe, and Commonwealth of Pennsylvania that the “Final Land Development Plans, Core5 Warner Road Warehouse” prepared by prepared Borton Lawson, dated April 9, 2021, revised September 30, 2025, 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 Resolution No. 2022-07 pertaining to the conditional preliminary plan approval granted by the Board of Commissioners on March 7, 2022.
2. The applicant shall comply with all of the conditions and requirements identified in the Township Engineer’s letter dated October 30, 2025.
3. The applicant shall enter into an Improvements Agreement with the Township and provide appropriate security.
4. The applicant shall enter into a Maintenance Agreement with the Township and provide appropriate security.

5. The applicant shall enter into a Stormwater Management and Maintenance Agreement with the Township.
6. The Applicant shall pay all necessary fees associated with the Plan, including but not limited to a fee in lieu of dedicating open space in the amount of \$94,500.00, and any outstanding plan account charges and all professional services fees, prior to the recording of the Plan.
7. The applicant shall obtain all required permits and approvals from other governmental and regulatory agencies prior to presenting the Plan for signatures.
8. The applicant shall provide the requisite number of plans which are signed and notarized by the owner and sealed by the engineer.
9. 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.
10. 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 _____, 2025.

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 30, 2025

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

**SUBJECT: CORE5 WARNER ROAD WAREHOUSE – FINAL LAND DEVELOPMENT PLAN
COMPLETENESS REVIEW & REVIEW NO. 1
POCONO TOWNSHIP, MONROE COUNTY, PENNSYLVANIA
POCONO TOWNSHIP LDP NO. 1373, T&M PROJECT NO. POCO-R0616**

Dear Planning Commission Members:

Pursuant to the Township's request, we have performed a completeness review of the Final Land Development Plan for the Core5 Warner Road Warehouse. The submitted information consists of the following items.

- Transmittal letter prepared by Borton-Lawson, dated October 14, 2025
- Response letter to T&M Associates Preliminary Land Development Plan Review No. 6, prepared by Borton-Lawson, dated September 30, 2025
- Pocono Township Land Development Application with Professional Services Agreement and W9
- Pocono Township Zoning Hearing Board Decision dated October 14, 2021
- Pocono Township Resolution No. 2022-07 for Conditional Preliminary Land Development Plan Approval
- PennDOT Highway Occupancy Permit for electric, HOP No. 05063448
- PennDOT Highway Occupancy Permit for Low Volume Driveway, HOP No. 05065023
- PennDOT Highway Occupancy Permit for Stormwater, HOP No. 05065027
- PennDOT Highway Occupancy Permit for Stormwater, HOP No. 05065028
- PADEP Act 537 Sewage Planning Approval letter dated February 14, 2025
- PADEP Individual NPDES Permit effective January 14, 2025
- Monroe County Conservation District Approval of Minor Amendment of Individual NPDES Permit, dated October 1, 2025
- PADEP Final Permit for Stadden Road Sewer Extension (Pump Station No. 7), dated August 27, 2025
- PADEP Water Obstruction and Encroachment Permit (Joint Permit), dated January 14, 2025
- Army Corps of Engineers Joint Permit, dated June 15, 2023



- Quitclaim Deed, Deed Book 2606, Page 8807
- Supplemental Township SALDO Required Reports including a Resource Impact and Conservation Analysis, Community Impact Analysis, Financial Impact Analysis, and Phase I Environmental Site Assessment, dated October 2024
- Erosion & Sedimentation Pollution Control Calculations prepared by Borton Lawson, dated April 9, 2021, revised August 1, 2025
- Post Construction Stormwater Management Plan Narrative (Volumes 1 and 2 of 2) prepared by Borton Lawson, dated April 9, 2021, revised August 1, 2025
- Transportation Impact Assessment prepared by L&V Engineering, LLC, dated March 2021, revised May 2024
- Wetland Delineation Report prepared by Borton Lawson, dated March 2021, revised March 2023
- Erosion & Sedimentation Pollution Control Calculations prepared by Borton Lawson, dated April 9, 2021, revised August 1, 2025
- Architectural Building Elevations (1 sheet) prepared by Macgregor Associates Architects, dated June 16, 2021
- Existing Resources and Site Analysis Map (1 sheet) prepared by Borton Lawson, dated April 9, 2021
- Site Context Map (1 sheet) prepared by Borton Lawson, dated April 9, 2021, revised January 7, 2022
- Sanitary Sewer Plans Stadden Road Service Area (21 sheets) prepared by Borton-Lawson, dated April 9, 2021, revised August 1, 2025
- Water Service Plans prepared by Borton-Lawson, dated January 19, 2024, revised September 30, 2025
- Land Development Plan (105 sheets) prepared by Borton Lawson dated April 9, 2021, revised September 30, 2025

BACKGROUND INFORMATION

The existing property is located on the southern side of Warner Road (S.R. 4012) approximately 0.6 miles west of its intersection with State Route 0611. It is located within the C, Commercial Zoning District, has a gross area of 86.68 acres, and consists of two (2) ponds, wetlands, and an unidentified watercourse tributary to Pocono Creek.

The proposed development will include the construction of a 702,000 square foot warehouse with associated truck loading doors, trailer parking, passenger vehicle parking, and access drives. Access to the property will be via a singular driveway from Warner Road (S.R. 4012). A water tank, infiltration basins, and public sanitary sewage disposal are also proposed.

The Land Development Plan was accepted for review by the Township Planning Commission at its meeting held on April 26, 2021, and received conditional Preliminary Plan approval by the Board of Commissioners at its meeting held on March 7, 2022.

The Applicant received a variance from the Zoning Ordinance to provide 402 parking spaces which is less than the required 1,014 parking spaces. The variance was granted by the Township Zoning Hearing Board on August 31, 2021.



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

In addition and based upon our previous Preliminary Land Development Plan review letter dated September 18, 2025, all previous engineering comments have been satisfied. Therefore, we have completed our first review of the Final Land Development Plan and offer the following comments and/or recommendations for your consideration.

SUBDIVISION AND LAND DEVELOPMENT ORDINANCE COMMENTS

1. In accordance with Sections 390-17.E.(6)(c) and 390-26.D, the applicant shall be responsible for submission of the plan and all required supporting documentation to the Monroe County Planning Commission, the Monroe County Conservation District, PennDOT, and all other governing agencies. *Submissions to, correspondences with, and approval from the following outside agencies shall be provided to Pocono Township:*

- a. Monroe County Planning Commission

Per Section 390-17.H, “no official action shall be taken by the Board of Commissioners until either the Township has received the comments of the Monroe County Planning Commission or a period of 30 days has expired following transmittal of the preliminary plan to the County Planning Commission”.

The Final Plan shall be submitted to the County Planning Commission and subsequent comments provided to the Township.

- b. Monroe County Conservation District/Pennsylvania Department of Environmental Protection – Erosion Control Adequacy and NPDES Permit

Individual NPDES Permit No. PAD450190 and Minor Amendment were issued and included with this submission.

- c. Pennsylvania Department of Environmental Protection – Sewage Facilities Planning Module

The Act 537 Planning Module and the Stadden Road sewer extension have been approved and included with this submission.

- d. Pennsylvania Department of Environmental Protection and the Army Corps of Engineers – Joint Permit

The joint permits were received and included with this submission.

- e. Pennsylvania Department of Transportation – Highway Occupancy Permit

PennDOT Highway Occupancy Permits have been approved and included with this submission.



- f. Pocono Township Sewer – sanitary sewer service design and capacity

All previous comments have been satisfied.

- g. Brodhead Creek Regional– water service will-serve and sewage treatment capacity

A will-serve letter was issued February 21, 2024.

- h. Pocono Township Volunteer Fire Company

The cover letter indicates the plan has been submitted concurrently to the Fire Company.

2. 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.*
3. In accordance with Section 390-52.E.(4)(f)[1], "fire hydrants suitable for the coupling of equipment serving the Township shall be installed as specified by the Insurance Services Office of Pennsylvania and shall comply with applicable fire company standards. Location of hydrants shall be approved by the Township." *The Pocono Township Volunteer Fire Company shall review and accept the fire hydrant locations. The cover letter indicates a plan has been concurrently provided to the Fire Company for its review.*
4. In accordance with Section 390-58.C.(1), "the proposal for common open space, installation of recreation facilities and/or fees shall be offered for review by the Planning Commission and the Pocono Township Park and Recreation Committee." *Note 18 on Sheet C001 indicates a fee in-lieu-of open space will be provided. The required fee in-lieu-of will be \$99,512 (71.08 acres disturbed * \$1,400).*

STORMWATER MANAGEMENT ORDINANCE COMMENTS

5. In accordance with Section 365-27.A., "for subdivisions and land developments, the applicant shall provide a performance guarantee to the municipality for the timely installation and proper construction of all stormwater management controls, as required by the approved stormwater management site plan in the amount and method of payment provided for in Chapter 390, Subdivision and Land Development." *The cover letter indicates a performance guarantee will be provided with the Final Plan submission.*
6. In accordance with Section 365-29.A., "prior to approval of the site's stormwater management site plan, the applicant shall sign and record a maintenance agreement in form and substance satisfactory to the Board of Commissioners, covering all stormwater control facilities that are to be privately owned." *The cover letter indicates a maintenance agreement will be prepared and recorded with the Final Plan.*



The above comments shall be addressed to the satisfaction of Pocono Township prior to Final Plan approval and plan recordation.

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
Paul Morgan, Township Zoning Officer
Leo DeVito, Esquire – Township Solicitor
Lisa Pereira, Esquire – Broughal & DeVito, LLP
Aaron M. Sisler P.E., Borton Lawson – Applicant's Engineer
Core5 Industrial Partners– Owner/Applicant
Amy R. Montgomery, P.E. – T&M Associates
Melissa E. Hutchison, P.E. – T&M Associates

TOWNSHIP OF POCONO, MONROE COUNTY, PENNSYLVANIA

RESOLUTION NO. 2025-41

**A RESOLUTION GRANTING CONDITIONAL FINAL APPROVAL OF
THE ROUTE 0611 HOTEL PROJECT
REVISED FINAL LAND DEVELOPMENT PLAN**

WHEREAS, Trap Enterprises, LLC, predecessor-in-interest to Trapasso and Winot Enterprises, LLC, the applicant, obtained conditional approval of a preliminary/final land development plan application for a plan titled “Trapasso Hotel” (the “Plan”), as evidenced by Resolution No. 2022-10; and

WHEREAS, the Plan has been revised to include a 2-story retail building having a total area of 7,200 s.f. and a 110-room hotel (the “Revised Plan”); and

WHEREAS, the Pocono Township Planning Commission recommended the conditional final plan approval of the Revised Plan at a meeting held on November 10, 2025; and

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

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

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

1. SALDO Section 390-48.W(1): Maximum Slope of Earth Embankment. *Applicant shall be permitted to have embankments with 2:1 slopes with erosion control matting.*
2. SALDO Section 390-59.B – Parking space dimensions. *Applicant shall be allowed to reduce the width of the parking spaces from 10 feet to 9 feet.*

That the “Trapasso Route 0611 Hotel Project Revised Final Land Development Plan” as shown on the land development plan prepared by Hanover Engineering, dated October 24, 2025, as revised, be hereby approved with the following conditions and provided the plan is revised as follows, subject to the review and approval of the Township Engineer and/or Township Solicitor:

1. The applicant shall comply with all of the conditions and requirements identified in the Township Engineer’s letter dated November 10, 2025.
2. The applicant shall enter into an Improvements Agreement with the Township and provide appropriate security.

3. The applicant shall enter into a Maintenance Agreement with the Township and provide appropriate security.
4. The applicant shall enter into a Stormwater Management and Maintenance Agreement with the Township.
5. Prior to the recording of the Plan, the applicant shall pay all necessary fees associated with the Plan, including but not limited to any outstanding plan account charges, all professional services fees, and a fee in lieu of dedicating open space in the amount of _____.
6. The applicant shall obtain all required permits and approvals from other governmental and regulatory agencies prior to presenting the Plan for signatures.
7. The applicant shall provide the requisite number of plans which are signed and notarized by the owner and sealed by the engineer.
8. The applicant shall meet all conditions of the preliminary/final plan approval, and Plan shall be recorded within twelve (12) months of Conditional Plan approval, and agrees that if such conditions are not met, the Conditional Plan approval will be considered void.
9. The applicant shall accept these conditions in writing within five (5) days of receipt of the Board of Commissioners Resolution, otherwise the application is denied.

RESOLVED at a duly constituted meeting of the Board of Commissioners of the Township of Pocono the _____ day of _____, 2025.

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.

November 10, 2025

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

**SUBJECT: TRAPASSO ROUTE 0611 HOTEL PROJECT
REVISED FINAL LAND DEVELOPMENT PLAN REVIEW NO. 2
POCONO TOWNSHIP, MONROE COUNTY, PENNSYLVANIA
POCONO TOWNSHIP LDP NO. 1449, T&M PROJECT NO. POCO-R1290**

Dear Planning Commission Members:

Pursuant to the Township's request, we have performed our second review of the Revised Final Land Development Plan for the Trapasso Route 0611 Hotel Project. The submitted information consists of the following items.

- Letter of Transmittal prepared by Hanover Engineering, dated October 27, 2025
- Response letter prepared by Hanover Engineering, dated October 24, 2025
- Waiver Request Letter prepared by Hanover Engineering, dated October 24, 2025
- PA DCNR PNDI Receipt dated April 6, 2023
- Photographs of Route 0611 and access drive intersection
- Post-Construction Stormwater Management Report prepared by Hanover Engineering, dated October 24, 2025
- Revised Final Land Development Plan (28 sheets) prepared by Hanover Engineering, dated October 24, 2025

Submitted Under Separate Cover

- Monroe County Planning Commission review dated September 19, 2025
- Exterior Elevation prepared by hc architects, not dated

BACKGROUND INFORMATION

The Applicant, Trapasso and Winot Enterprises, LLC, is proposing a revision to the approved Route 0611 Project Land Development at property located on the western side of State Route 0611 at its intersection with Discovery Drive.

The existing property has an area of 5.881 acres and is located within the C, Commercial Zoning District. A Sheetz is located on property immediately east.

The proposed land development includes the construction of a 2-story retail building have a total area of 7,200 square feet and a 110 room hotel. Associated parking with access from Route 0611 via a shared driveway, stormwater management, public water, and public sanitary sewer are also proposed.

Per Section 470-20.B.(1), the proposed hotel and retail building are permitted uses within the C, Commercial



Zoning District.

This plan is a revision to a previous land development plan that was approved by the Board of Commissioners at its meeting held on March 21, 2022. The previous land development plan included a Sheetz which has since been constructed, and a 3-story, 36,000 gross square foot building housing a daycare center and office space. The 3-story building is no longer proposed.

Based upon our review of the above information and our previous review letter dated October 8, 2025, we offer the following comments and/or recommendations for consideration.

ZONING ORDINANCE COMMENTS

1. Previous Comment 1 satisfied.

SUBDIVISION AND LAND DEVELOPMENT ORDINANCE COMMENTS

One (1) waiver is requested from the Subdivision and Land Development Ordinance. Refer to Comment 17.

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

- a. *Monroe County Planning Commission*

Per Section 390-19.I, "no official action shall be taken by the Board of Commissioners until either the Township has received the comments of the Monroe County Planning Commission or a period of 30 days has expired following transmittal of the preliminary plan to the County Planning Commission".

The County Planning Commission issued comments dated September 19, 2025. No further action is required.

- b. *Monroe County Conservation District/Pennsylvania Department of Environmental Protection – NPDES Permit Modification*

The response letter acknowledges this requirement.

- c. *Pennsylvania Department of Environmental Protection – Sewage Facilities Planning Module*

Per Section 390-19.J, "the Township shall concurrently make its decision on the sewage facilities planning module, and if approval is granted, the completed sewage planning documents shall be forwarded to the Pennsylvania Department of Environmental Protection. Preliminary plan approval shall be conditional upon Department of Environmental Protection sewage planning approval."

The response letter acknowledges this requirement.

- d. *Pocono Township Sewer – Sewage Planning and Capacity*



The response letter acknowledges this requirement.

- e. *Brodhead Creek Regional Authority – Water Capacity and Will-Serve*

The response letter acknowledges this requirement.

- f. *Pocono Township Volunteer Fire Company*

The plan was sent to the Fire Company on October 23, 2025 and no response has been received to date.

(From Previous Comment 2) All submissions to, correspondences with, and permits from the outside agencies shall be provided to the Township.

- 3.-8. Previous Comments 3 through 8 satisfied.
9. In accordance with Section 390-29.J.(1)(c), the plan shall include “truck turning movement diagrams for at least a WB-50 truck”. *The Fire Truck Turning Template shall be provided to the Pocono Township Volunteer Fire Company for its review and comment. (Previous Comment 9) The plan was sent to the Fire Company on October 23, 2025 and no response has been received to date.*
10. In accordance with Section 390-29.J.(2), the submission shall include “exterior elevations of any proposed buildings including at least the front and side elevations”. *Architectural building elevations of the proposed hotel and retail building shall be submitted for review. (Previous Comment 10) The exterior architectural elevations shall be presented to the Township for discussion.*
11. In accordance with Section 390-29.J.(8)(a), the submission shall include “completed sewage facilities planning module(s) for land development and other required sewage planning documents as required by the Pennsylvania Sewage Facilities Act¹³¹ and PA DEP”. In addition, and in accordance with Section 390-29.J.(8)(c), “if service by the Township, a sewer authority or a public utility is proposed, a letter or other written certification from the Township, the authority or the public utility stating that it will provide the necessary sewer service and verifying that its system has adequate capacity to do so”. ***(Previous Comment 11) Approvals from Pocono Township and the Pennsylvania Department of Environmental Protection shall be provided upon receipt.***
12. In accordance with Section 390-29.J.(10), the submission shall include “confirmation that the soil erosion and sedimentation control plan has been accepted for review by the Monroe County Conservation District”. ***(Previous Comment 12) All submissions to, correspondences with, and permit from the County Conservation District/PADEP shall be provided upon receipt.***
13. In accordance with Sections 390-29.J.(15) and 390-48.T.(10), where access is to a state road, a valid state highway occupancy permit shall be obtained prior to plan recording. Confirmation that the highway occupancy permit application has been accepted for review by the Township or PennDOT as applicable. *The existing PennDOT Highway Occupancy Permit (HOP) shall be submitted for record. The Applicant shall provide evidence that the proposed development will not exceed the traffic volume permitted by the HOP. (Previous Comment 13) The response letter indicates documentation prepared by Pennoni will be submitted in support of the existing high volume driveway and the traffic volumes associated with the proposed hotel and retail building.*
14. Previous Comment 14 satisfied.



15. 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,^{III} 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 15) The response letter indicates a construction cost estimate will be submitted for review.*
16. 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 submitted PNDI identifies that further review is required by the U.S. Fish and Wildlife Service. Clearance by this agency shall be provided upon receipt. (Previous Comment 16) The required avoidance measures shall be clearly noted on the plan.*
17. In accordance with Section 390-48.W.(1), "the maximum slope of any earth embankment or excavation shall not exceed one foot vertical to three feet horizontal unless stabilized by a retaining wall or cribbing, except as approved by the Board of Commissioners for special conditions". *(Previous Comment 17) A waiver is requested to permit two (2) to one (1) slopes with erosion control matting. The submitted erosion control matting calculations confirm stabilized 2 to 1 slopes.*
18. In accordance with Section 390-48.AA. "sidewalks and road crosswalks may be required where necessary to provide proper pedestrian circulation or to provide access to community facilities and common areas. Sidewalks, where required or provided, shall be located within the road right-of-way immediately adjacent to the curbs, except as may be approved by the Township to accommodate road trees or other landscaping. Sidewalks and road crosswalks shall be constructed in accord with the most current PennDOT RC67M standard and Americans With Disabilities Act standards." *(Previous Comment 18) The need for sidewalks along S.R. 0611 and along the existing access drive to the project site shall be discussed with the Township. It is noted that Sanofi is located directly across S.R. 0611 and bus stops exist at the intersection of S.R. 0611 and Lower Swiftwater Road and near the Desaki restaurant, both less than 0.5 miles from the entrance to the project site.*

Accessibility from The Ridge development and Sheetz to the proposed retail building shall also be evaluated as follows:
 - a. *A crosswalk with ADA accessibility between the Sheetz and the proposed retail building.*
 - b. *Pedestrian access between the Sheetz and retail building, and the proposed hotel.*
 - c. *Access from The Ridge development to the proposed retail building includes steps and shall be revised for ADA accessibility. In addition, the route shown in the plan view directs pedestrians to the parking lot or behind the building which includes steps. ADA Accessible connectivity to the front of the building without accessing the parking lot shall be provided.*
19. Previous Comment 19 satisfied.



20. In accordance with Section 390-51, "all soil erosion and sedimentation control plans shall meet the specifications of the Monroe County Conservation District and PA DEP, and shall comply with Commonwealth of Pennsylvania, Title 25, Chapter 102, Department of Environmental Protection regulations for soil erosion and sedimentation control". *(Previous Comment 20) All submissions to, correspondences with, and permit from the County Conservation District and Pennsylvania Department of Environmental Protection shall be provided upon receipt.*
21. In accordance with Section 390-52.A.(1), 390-52.E.(4)(c), all subdivisions and land developments shall be served by an adequate water supply and sewage disposal system; and the developer shall provide evidence documenting said adequacy. *(Previous Comment 21) Approvals from the Brodhead Creek Regional Authority, Pocono Township, and the Pennsylvania Department of Environmental Protection shall be received in support of the water and sanitary sewer services.*
- 22.-27. Previous Comments 22 through 27 satisfied.
28. In accordance with Section 390-52.G.(1)(b)[1], the "minimum sewer diameter shall be eight inches and the minimum slope shall be 1/2%". In addition, and in accordance with Section 390-52.G.(1)(d)[4], "minimum lateral diameter shall be four inches, and minimum slope shall be 2%". *The proposed sanitary sewer having an 8-inch diameter meets the minimum slope required (0.5%), however the proposed sanitary sewer providing service to the hotel and having a 6-inch diameter has a slope of 0.66%. This does not meet the required minimum slope of 2% and shall be revised. Grading and Utility Note 8 shall also be revised accordingly. (Previous Comment 28) Grading and Utility Note 8 on Sheet GU-1 is inconsistent with General Sewer Note 5 on Sheet 8. It is noted that the proposed 8-inch diameter pipe has a minimum slope of 0.5% as shown in the Sanitary Sewer Lateral-1 Profile on Sheet UP-1. The proposed slope does not meet that required by this Section and shall still be revised.*
- 29.-30. Previous Comments 29 and 30 satisfied.
31. In accordance with Section 390-55.F.(3)(1)[1] and Table 390-55-1, the following property line buffers are required:
 - a. A 20-foot wide high intensity buffer is required along the northern property line shared with Parcel No. 12.11.1.1 (428.49 LF) and shall consist of 22 evergreen trees, 9 ornamental trees or 270 shrubs, and 9 canopy trees. *(From Previous Comment 31.a) The plan has been revised. Two (2) existing evergreen trees and 11 existing deciduous trees will remain. Eight (8) evergreen trees are now proposed for a total of 10 trees, and 12 ornamental trees are proposed. Therefore, 12 evergreen trees and 9 canopy trees are still required. It is noted that existing woodlands located along the western half of this property line are proposed to remain within the required 20-foot wide buffer.*
 - b. A 20-foot wide high intensity buffer is required along the western property line shared with Parcel Nos. 12.12A.2.59 and 12.12A.2.60 (277.93 LF) and shall consist of 14 evergreen trees, 6 ornamental trees or 167 shrubs, and 6 canopy trees. *(From Previous Comment 31.b) The plan has been revised. Six (6) evergreen trees are now proposed, and 3 ornamental trees and 3 canopy trees are also proposed, therefore 8 evergreen, 3 ornamental, and 3 canopy trees are still required. It is noted that existing woodlands located along this property line are proposed to remain within the required 20-foot wide buffer.*
 - c. A 20-foot wide high intensity buffer is required along the southern property line shared with



Parcel No. 12.11.1.32-5 (544.11 LF) and shall consist of 28 evergreen trees, 11 ornamental trees or 327 shrubs, and 11 canopy trees. *(Previous Comment 31.c) The plan has been revised. Thirteen (13) evergreen trees, 3 ornamental trees, and 4 canopy trees are now proposed, therefore 15 evergreen, 8 ornamental, and 7 canopy trees are still required. It is noted that existing woodlands located along the eastern half of this property line are proposed to remain within the required 20-foot wide buffer. Grading is proposed crossing part of the northern half of this property line with no buffer.*

- d. A 10-foot wide low intensity buffer is required along the eastern property lines shared with Parcel No. 12.11.1.17-4 (169.71 LF) and Parcel No. 12.11.1.17 (264.24 LF).
 - i. Four (4) canopy trees and 2 ornamental trees are required along the property line shared with Parcel No. 12.11.1.17-4. *(From Previous Comment 31.d.i) Six (6) canopy trees and 5 ornamental trees are proposed, therefore no additional trees are required. It is noted that the existing woodlands located along the southern part of this property line are proposed to remain within a 10-foot wide buffer.*
 - ii. Six (6) canopy trees and 3 ornamental trees are required along the property line shared with Parcel No. 12.11.1.17. *(From Previous Comment 31.d.ii) The plan has been revised. Six (6) canopy trees, 3 ornamental trees, and 10 shrubs are now proposed, therefore no additional trees are required. It is noted that 10 evergreen trees also exist along this property line.*

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”. *A waiver is requested from Section 390-55.F.(3)(g) to permit areas of existing trees and woodlands to remain as part of the required buffers. (From Previous Comment 31) The Applicant shall discuss with the Township the adequacy of the existing trees and woodlands meeting the required buffer requirements to aid in the Township’s determination of adequacy.*

32.-34. Previous Comments 32 through 34 satisfied.

- 35. In accordance with Section 390-58.C.(1), “the proposal for common open space, installation of recreation facilities and/or fees shall be offered for review by the Planning Commission and the Pocono Township Park and Recreation Committee”. *The developer shall address its proposal for common open space and recreation facilities, or its offer of a fee in-lieu-of. (Previous Comment 35) The response letter indicates this will be discussed with the Board of Commissioners.*
- 36. In accordance with Section 390-59.A.(3), “every parking area shall be arranged for orderly, safe movement. Parking areas containing 30 or more parking spaces shall have a curbed internal road system with a landscaped island or strip of a minimum width equal to one parking space separating the road system from the parking area to provide safe and orderly movement of traffic and discouragement of cross-aisle driving. The internal road system shall be designed to minimize the need for cross-pedestrian traffic”. *A landscaped island/strip shall be provided along the northern edge of the main access drive across from the proposed retail building.(Previous Comment 36) The landscaped island/strip shall still be provided as required to reduce the occurrence of conflicts between vehicles travelling along the main access drive toward the proposed hotel and vehicles entering or exiting from parking spaces.*



37. In accordance with Section 390-59.B, the required width of a parking space is 10-feet. *The parking spaces are proposed having a width of 9-feet. It is noted that the previously approved land development plan proposed 9-foot wide parking spaces. (Previous Comment 37) This revised plan is submitted under an updated Subdivision and Land Development Ordinance and a waiver will be required as proposed.*
38. In accordance with Section 390-60.A, a “traffic impact study shall be submitted to the Township, as part of a preliminary plan and final plan for any subdivision or land development application expected to generate more than 250 new trips per day; for residential subdivisions or land developments containing 15 or more dwelling units or residential lots in the aggregate; or all nonresidential developments (with the exception of agricultural development) with buildings containing in excess of 20,000 square feet of floor space in the aggregate; development of any kind impacting 30 acres of land or more in the aggregate.” *A Traffic Impact Study (TIS) was submitted with the previously approved land development. That TIS included the 3-story office building with daycare center. The Applicant shall address how the now proposed retail building and 110-room hotel impacts the TIS to determine whether the TIS needs to be revised. (Previous Comment 38) The response letter indicates a study will be submitted by Pennoni under separate cover.*

STORMWATER MANAGEMENT ORDINANCE COMMENTS

The proposed development is located within the Brodhead-McMichaels Watershed and discharges toward an unnamed tributary of Pocono Creek which has a Chapter 93 Classification of High Quality, Cold Water Fishery with Migratory Fishes (HQ/CWF-MF). The project is also located within the B-2 Stormwater Management District.

39.-40. Previous Comments 39 and 40 satisfied.

41. In accordance with Section 365-11.A.(2), “infiltration BMPs intended to receive runoff from developed areas shall be selected based on suitability of soils and site conditions and shall be constructed on soils that have the following characteristics:
- (b) An infiltration and/or percolation rate sufficient to accept the additional stormwater load and drain completely as determined by field tests conducted by the applicant's design professional” *The tested infiltration rates at TP-1 and TP-3 shall be provided in support of the infiltration rates (1.5 inches per hour) utilized in the Ex. Basin A-1 and Ex. UG Basin A-2 Pond Reports. It appears the previously approved plan utilized an infiltration rate of 1 inch per hour for Ex. Basin A-1 and no infiltration was utilized for Ex. UG Basin A-2.*
 - (c) The recharge facility shall be capable of completely infiltrating the recharge volume within three days”. *The infiltration rate for Ex. Basin A-1 shall be confirmed and the calculation for the basin empty time shall be revised.*

(Previous Comment 41) The response letter indicates the original infiltration report has been requested from Pennoni to confirm the infiltration rates.

42. Previous Comment 42 satisfied.

43. In accordance with Section 365-13.D times-of-concentration for overland flow shall be calculated using the methodology presented in Chapter 3 of Urban Hydrology for Small Watersheds, NRCS, TR-55 (as amended or replaced from time to time by NRCS). Times-of- concentration for channel and pipe



flow shall be computed using Manning's Equation. *Calculations in support of the time of concentration calculations utilized in the Pre POI-A LOD, Pre Undisturbed, and Total Bypass peak flow calculations shall be submitted for review. In addition, the time of concentration paths shall be clearly shown and labeled on the Pre Drainage Area Plan (Sheet D-1) and the Post Drainage Area Plan (Sheet D-2). (Previous Comment 43) The time of concentration path for the Pre Undisturbed drainage area shall still be shown on the Pre Drainage Area Plan (Sheet D-1). In addition, the time of concentration calculation for the Bypass drainage area shall still be provided.*

44. In accordance with Section 365-13.E, "runoff curve numbers (CN) for both existing and proposed conditions to be used in the Soil Cover Complex Method shall be obtained from Table B-2 in Appendix A of this chapter". *(From Previous Comment 44) The CN values for meadow and woods in Type A soils utilized in the predevelopment runoff curve number calculation are inconsistent with that provided in Table B-2 and the calculation shall be revised.*
45. Previous Comment 45 satisfied.
46. In accordance with Section 365-15.A, "for all regulated earth disturbance activities, erosion and sediment control BMPs shall be designed, implemented, operated, and maintained during the regulated earth disturbance activities (e.g., during construction) to meet the purposes and requirements of this chapter and to meet all requirements under Title 25 of the Pennsylvania Code and the Clean Streams Law. Various BMPs and their design standards are listed in the Erosion and Sediment Pollution Control Program Manual (E&S Manual3), No. 363-2134-008, as amended and updated". *(Previous Comment 46) All submissions to, correspondences with, and permit from the County Conservation District/PADEP shall be provided upon receipt.*

STORMWATER MANAGEMENT AND STORM SEWER DESIGN COMMENTS

47. The magenta hatch listed in the Legend and labeled "Existing Pre-Drainage Area from Pennoni PCSM Report dated July 22, 2020 7.194 ac" shall be clearly shown and labeled on the Pre Drainage Area Plan (Sheet D-1). In addition, the blue hatch listed in the Legend and labeled "Existing Pre-Drainage Area Current Conditions 10.617 ac" shall also be shown in the plan view on Pre Drainage Area Plan (Sheet D-1). *(Previous Comment 47) The blue line in the plan view appears to be the POI-A LOD drainage area, however the Legend shows a magenta line. The plan shall be revised for consistency.*
48. Previous Comment 48 satisfied.
49. The Pre POI-A LOD, Pre Undisturbed, Total UG Basin C, and Total Bypass drainage areas include Type D soils. The runoff curve number calculations shall be revised accordingly. *(Previous Comment 49) The Pre POI-A LOD curve number calculation utilizes a lower area of meadow in A soils and a higher area of meadow in C soils when compared to the area shown on the Pre Drainage Area Plan. The land use areas shall be confirmed and the calculation revised accordingly.*
- 50.-51. Previous Comments 50 and 51 satisfied.
52. The As-Built elevations of Existing OCS-A1 shall be provided on the plan to confirm the input values in the Basin A-1 Pond Report. *(Previous Comment 52) The response letter suggests the as-built elevations of OCS-A1 are provided on the plan, however they are inconsistent with those utilized in the Basin A-1 pond report. The pond report shall be revised and the elevations shown in the Ex. INL-A2 to INL-B4 Profile on Sheet SWP-3 shall be revised for consistency. The orifice data shall also be provided.*



53. The As-Built information for Existing Underground Basin A-2 including the associated elevations of Ex. OCS-A2 shall be provided on the plan to confirm the input values in the UG Basin A-2 Pond Report. *(Previous Comment 53) The response letter suggests the as-built elevations of OCS-A2 are provided on the plan, however they are inconsistent with those utilized in the Basin A-1 pond report. The pond report shall be revised and the elevations shown in the Ex INL-H2 to Ex. MH-F2 and the Ex. INL-A2 to INL-B4 Profiles on Sheet SWP-3 shall be revised for consistency. The orifice data shall also be provided.*
54. Previous Comment 54 satisfied.
55. The drainage area to Ex. Inlet F-1 utilized in the rational coefficient calculations is not consistent with that provided on the Post Inlet Drainage Area Plan (Sheet D-3). The rational coefficient calculations shall be revised accordingly. *(Previous Comment 55) Sheet D-3 shows and labels the Ex. Inlet F-1 drainage area as having 0.89 acres while the Rational Coefficient calculation utilizes a drainage area of 0.05 acres. The Rational Coefficient calculation shall be revised.*
- 56.-61. Previous Comments 56 through 61 satisfied.
62. The invert elevations shown at OCS-C in the OCS-C to Ex. Inl-2 Profile on Sheet SWP-2 are inconsistent with those in the UG Basin C Pond Report, and the Profile shall be revised. *(Previous Comment 62) The elevations in the label at OSC-C shown in the plan view on Sheets SWP-1 through SWP-3 shall be revised for consistency with the pond report, or the label shall be removed. In addition, the invert out elevation listed at OCS-C in the OSC-C to Ex. INL-2 Profile on Sheet SWP-2 shall still be revised for consistency with the pond report. The orifice information shall also be provided in the profile.*
- 63.-67. Previous Comments 63 through 67 satisfied.
68. Meadow areas are utilized in the post development stormwater management calculations. The meadow areas shall be clearly shown and labeled on the plan. The associated seed mix shall also be included on the plan. *(New Comment)*

PLAN DESIGN COMMENTS

- 69.-71. Previous Comments 68 through 70 satisfied.

MISCELLANEOUS COMMENTS

72. Water, Stormwater and Slope Easements are proposed and associated easement agreements will be required prior to plan recordation. *(Previous Comment 71) The response letter acknowledges this requirement.*
73. Previous Comment 72 satisfied.
74. On Sheet GU-2, the central spot elevations (1224.87 and 1225.03) along the southern edge of the handicap ramp located northeast of the proposed retail building appear incorrect and shall be revised. *(Previous Comment 73) This has been corrected, however steps are now provided limiting accessibility. Accessibility from The Ridge development to the proposed retail building shall be evaluated. Refer to Comment 18.*



75.-77. Previous Comments 74 through 76 satisfied.

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

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

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

Sincerely,

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

JST/meh

cc: Jerrod Belvin, Manager – Pocono Township
Paul Morgan, Zoning Officer – Pocono Township
Leo DeVito, Esquire. – Township Solicitor
Lisa Pereira, Esquire – Broughal & DeVito, LLP
Vincent Trapasso, Trapasso and Winot Enterprises, LLC – Applicant
Salvatore J. Caiazzo, P.E., Hanover Engineering – Applicant's Engineer
Kristina Heaney, Manager – Monroe County Conservation District
Amy R. Montgomery, P.E. – T&M Associates
Melissa E. Hutchison, P.E. – T&M Associates

**Pocono Township Board of Commissioners
Regular Meeting Minutes
November 3, 2025 | 6:00 p.m.**

The regular meeting of the Pocono Township Board of Commissioners was held on November 3, 2025 and was opened by Chair Richard Wielebinski at 6:00 p.m. followed by the Pledge of Allegiance.

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

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

Announcements

Public Comment

Presentations -

Ralph Matergia-PJJWA Dissolution presentation – E. Gndt requested the opinion of the solicitor. L. DeVito stated that he is comfortable with the dissolution. R. Wielebinski made a motion, seconded by M. Velardi, to dissolve the PJJWA. All in favor. Motion carried.

Sal Caiazzo – Hanover Engineering – Cranberry Creek Apartments LDP 1369 Waiver Requests & open space fee's discussion.

R. Wielebinski made a motion, seconded by M. Velardi, to approve the waiver of section 390-29.K. E. Gndt asked if the Engineer reviewed each waiver request. The engineer confirmed. Discussion followed by the board. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by N. Leap, to approve the waiver of section 390-55.C(2)(a). Discussion followed by the board. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by M. Velardi, to approve the waiver of section 390-55.F(3)(a) & 390-55.F(3)(c). E. Gndt enquired about the reason behind the waiver request. R. Wielebinski & B. Winot stated they don't recommend trees along sidewalks as they have a tendency to break the sidewalk over time. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by M. Velardi, to approve the waiver of section 390-55.G. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by N. Leap, to approve the waiver of section 390-59.B. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by M. Velardi, to approve the waiver of section 365-8.L. Discussion was had by the board. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by B. Winot, to approve the waiver of section 365-13.B. E. Gndt stated that this issue will be addressed in the rewrite. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by M. Velardi, to approve the open space fees in the amount of \$75,000.00. Roll Call: E. Gndt, nay; N. Leap, aye; B. Winot, aye; M. Velardi, aye; R. Wielebinski, aye. (4-1) Motion carried.

Hearings -

R. Wielebinski made a motion, seconded by N. Leap, to Open the Debt Ordinance Hearing. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by M. Velardi, to Close the Debt Ordinance Hearing. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by M. Velardi, to approve Ordinance 2025-22 Debt Ordinance All in favor. Motion carried.

R. Wielebinski made a motion, seconded by B. Winot, to Open Food Truck Ordinance Hearing. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by N. Leap, to Close the Food Truck Ordinance Hearing. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by M. Velardi, to approve Ordinance 2025-24 Food Truck Ordinance. Representative Madden Commented. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by B. Winot, to Open the Recycling Ordinance Hearing. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by B. Winot, to Close the Recycling Ordinance Hearing. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by M. Velardi, to approve Ordinance 2025-26 Recycling Ordinance. All in favor. Motion carried.

Resolutions

- R. Wielebinski made a motion, seconded by N. Leap, to approve Resolution 2025-34 for submission of Local Share Account (LSA) Statewide Grant Application to be used for the Mountain View Park Improvements Project. Representative Madden voiced her support of the resolution. All in favor. Motion carried.
- E. Gndt made a motion, seconded by B. Winot, to table Resolution 2025-37 regarding Accepting the revised Sewer Rules and Regulations. Discussion took place among the Board and Solicitor. All in favor. Motion carried.
- R. Wielebinski made a motion, seconded by N. Leap, to approve Resolution 2025- 38 accepting the final plan approval of Cranberry Creek Apartments LDP # 1369. Discussion took place. Roll call: E. Gndt, nay; N. Leap, aye; B. Winot, aye; M. Velardi, aye; R. Wielebinski, aye. (4-1) Motion carried.
- R. Wielebinski made a motion, seconded by M. Velardi, to approve Resolution 2025- 39 extending the time period to meet the requirements of Resolution 2024-28. Discussion took place. Roll call: E. Gndt, nay; N. Leap, nay; B. Winot, aye; M. Velardi, aye; R. Wielebinski, aye. (3-2) Motion carried.

Consent Agenda

- R. Wielebinski made a motion, seconded by M. Velardi, to approve a consent agenda of the following items:
 - Old business consisting of the minutes of the October 20, 2025 regular meeting of the Board of Commissioners.
Financial transactions through November 3, 2025 as presented, including ratification of expenditures in the amount of \$ 629,893.60 for the following accounts: General Fund, Sewer Operations, Gross Payroll, Capital Reserve, Construction Fund, Transfers. All in favor. Motion carried.

NEW BUSINESS

Personnel

Commissioner Comments

Richard Wielebinski – President

Natasha Leap – Vice President

Ellen Gndt – Commissioner

- Update – Solar Field – T&M did a site inspection during the rain and all is good.

- E. Gndt made a motion, seconded by N. Leap, to install split system 18k btu & perform electrical work from Furino/Zindle Electric not to exceed 6000 in the MVP Park Office. Discussion was had amount the board and public. Roll Call: E. Gndt, aye; N. Leap, aye; B. Winot, aye; M. Velardi, aye; R. Wielebinski, nay. (4-1) Motion carried.
- Budget advertising needs to be readvertised due to errors. The hearing date will now be December 15, 2025.

Brian Winot – Commissioner

- Pocono Manor representative requested two lots to be excluded from the ordinance and new language to be added. B. Winot made a motion, seconded by R. Wielebinski, to authorize Solicitor to advertise the Historic Overlay for public hearing. All in favor. Motion carried.

Mike Velardi – Commissioner

- Tomorrow is Election Day, make sure to cast your votes.
- Next Week is Veteran's Day, IF YOU'RE A VET - THANK YOU, IF YOU'RE NOT - THANK ONE
- M. Velardi made a motion, seconded by R. Wielebinski, to authorize Township Solicitor to obtain an administrative warrant to demolish Dangerous Structure 229 Hemlock Dr. E. Gndt questioned what direction would be best in order to get the township reimbursed on this matter. L. DeVito explained. N. Leap asked for further clarification. Further discussion was had by the public. Roll call: G. Gndt, nay; N. Leap, nay; B. Winot, nay; M. Velardi, aye; R. Wielebinski, nay. (4-1) Motion failed.

Reports

Township Manager's Report – Jerrod Belvin

- Kenny's Way Update-Carriage Stone unveiling near the barn. The Plaques will be installed over the next couple of weeks.
- PennDOT Update- They will be jackhammering through the mountain with no road closures. NEPA Alliance Open House for public review will be held at the Pocono Township building on January 21st at 5 to 8 p.m.
- MC250 PA Update – a small Civil War reenactment encampment took place this past weekend with gun salutes at the in the ball field behind the fire company honoring Sullivan's March and the 250th anniversary fast approaching.
- E. Gndt asked if the lighting can be put on a timer at Glenwood Hall and the township buildings. J. Belvin explained that they are already set up.

Police – Chief James Wagner (2'nd Meeting of Month)

Public Works/Sewer Report – Patrick Briegel

- Sewer Business Update – Carbon replacement at Pump Station 5 in process. Air release valve maintenance and replacement is ongoing. The water and sewer lateral connections are in process for this building.
- Current Public Works Projects – Leaf cleanup in the township has begun. The drop off program will begin this year. Tree removal has begun along Munch and McKay and Stadden. The park water supplies have been winterized.
- E. Gndt asked P. Briegel to update the public on the work being done along Stadden Road for Core5. P. Briegel explained that it is utility connections to the car wash. It should be a couple days. Core5 is doing survey work also along Stadden. M. Gable stated that the work wouldn't start until spring.

Township Events Report – Jennifer Gambino (First Meeting of Month) –

- The first Oktoberfest event was fun, along with the spooky walk that took place over two days with approximately 400 people attending. Trunk or Treat was a huge success again this year. Stargazing

in the park will be Saturday at 7pm at MVP. The tree lighting at TLC will be held December 5th and the Magic mistletoe market will be December 6th.

- Park Parking Program – after a poll for feedback on the paid parking it seems the public respected the park more after they paid to enter.

Zoning – SFM Consulting –

- P. Morgan updated everyone on the TDU licensing renewal process.
- L. Ginsburg asked about the "tent city" site and the land owner filling in the ditch. Zoning updated everyone regarding the process to date.

Township Engineer Report – T&M Associates

- Sewer Business Update
- Learn Road safety enhancement project and roundabout survey work.
- TASA Project – curb has been staked out at Learn road and Old Mill along 611. PennDOT review has been received and questions being addressed.
- TLC walking bridge. – Demo plans and replacement are being worked on.
- Back Mountain Rd. site survey has been done and we have a case to limit truck traffic on that road.

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

- Varela Appeal Decision by Judge Zulick – The township ZHB decision was upheld.

Adjournment – R. Wielebinski made a motion, seconded by N. Leap, to adjourn the meeting 8:46 p.m. All in favor. Motion carried.

POCONO TOWNSHIP

Monday November 17, 2025

SUMMARY

Ratify

General Fund	\$	5,795.71
Payroll	\$	150,614.40
Sewer Operating	\$	4,029.84

Bill List

TOTAL General Fund	\$	270,662.69
TOTAL Sewer OPERATING Fund	\$	236,885.91
TOTAL Capital Reserve Fund	\$	1,749.00
TOTAL EXPENDITURES	\$	669,737.55

Fire Tax Disbursement	\$	2,478.72
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Budget Adjustments

General Fund	\$	32,000.00
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Budget Appropriations

\$	32,000.00
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POCONO TOWNSHIP CHECK LISTING

Monday November 17, 2025

General Fund

Payroll

General Expenditures

Date	TYPE	Vendor	Memo	Amount
10/27/2025	TRANSFER ADP		PAYROLL 10/27/25 - 11/9/25	\$ 150,614.40
			TOTAL PAYROLL	<u>\$ 150,614.40</u>

Date	Check	Vendor	Memo	Amount
11/03/2025	3271	PENTELEDATA	Old Mill Rd & TWP Drive Internet	395.01
11/03/2025	3272	PENTELEDATA	Police and Heritage ctr Internet	846.13
11/05/2025	3273	Blue Ridge Communications	TLC Park Internet	54.95
11/05/2025	3274	PPL Electric Utilities	Old Mill Rd & TWP Dr Lighting	4,175.95
11/10/2025	3275	Blue Ridge Communications	Phone Service	323.67
			TOTAL General Fund Bills	<u>\$ 5,795.71</u>

Sewer Operating Fund

Date	Check	Vendor	Memo	Amount
11/03/2025	1491	PENTELEDATA	Sewer Modems	369.75
11/05/2025	1492	PPL Electric Utilities*	Pump Stations Lights	3,527.45
11/10/2025	1493	BLUE RIDGE COMMUNICATIONS	PS 1 Phone	132.64
			TOTAL Sewer Operating Fund	<u>\$ 4,029.84</u>

TOTAL General Fund

TOTAL Sewer Operating

\$	5,795.71
\$	4,029.84
<u>\$</u>	<u>9,825.55</u>

Authorized by:
Transferred by:

General Fund

POCONO TOWNSHIP CHECK LISTING
Monday November 17, 2025

Date	Check	Vendor	Memo	Amount
11/10/2025	3276	ADP, INC	Time and Attendance	1,168.06
11/10/2025	3277	AFLAC	Supplemental Ins	349.56
11/10/2025	3278	All It's Cracked Up To Be LLC	15 Trophies & 2 Engraved Plates for Events	507.00
11/10/2025	3279	Anglemeyer, Aaron	Uniform Reimb	172.64
11/10/2025	3280	Anglemeyer, Austin	10/22/25 Uniform Reimb	225.36
11/10/2025	3281	ARGS Technology, LLC	Oct 2025 IT Services	7,572.05
11/10/2025	3282	Bartush Signs, Inc.	3-12" x 18" Aluminum Plaques	2,043.00
11/10/2025	3283	Brodhead Creek Regional Authority	TWP Dr Sewer	496.36
11/10/2025	3284	Broughal & DeVito, L.L.P.	Legal	12,808.00
11/10/2025	3285	Cefail & Associates PC	July 2025 Treasury Services	918.75
11/10/2025	3286	Cyphers Truck Parts	Crimps & Hoses for Truck 8	120.16
11/10/2025	3287	Donna Kenderline Reporting	Appearance Fees	475.00
11/10/2025	3288	E.F. Possinger & Sons, Inc.	10 Loads Brush/Stumps to Dump Site	1,000.00
11/10/2025	3289	Eckert, Seamans, Cherin & Mellott, LLC	10/20/25 Executive Session Appearance	203.00
11/10/2025	3290	ESRI	ArcGIS Online 1/31/26 - 1/30/27 SaaS	694.00
11/10/2025	3291	GAMBINO, JENNIFER	Sep/Oct 2025 Mileage Reimb	23.94
11/10/2025	3292	Gotta Go Potlries, Inc.	10/11 - 11/7/25 Rentals	1,215.00
11/10/2025	3293	Grant Success Lab	Grant Services	3,300.00
11/10/2025	3294	H. M. Beers, Inc.	Oct 2025 SEO Services	2,900.00
11/10/2025	3295	Heritage Lawn & Landscaping, LLC	Stadden & Gardener Rd Tree Removal	750.00
11/10/2025	3296	Highway Equipment & Supply Co.	HVAC Blower for Bobcat & Bucket Rental	1,189.49
11/10/2025	3297	HUNTER KEYSTONE PETERBILT, L.P.	Switch-Window Passenger Lift for Truck 10	89.14
11/10/2025	3298	Jan-Pro of NEPA	Cleaning	3,270.12
11/10/2025	3299	Johnson Controls	Reset Metasys Lockout	3,240.00
11/10/2025	3300	Loysen, Jim	10/31/25 Workboot Reimb	244.62
11/10/2025	3301	Marki Rolloff Container, Inc.	TWP & MVP Garbage, Cleanup 2025	13,047.85
11/10/2025	3302	MAULA, MAURA	10/23/25 MVP Yoga	60.00
11/10/2025	3303	MRM Workers' Compensation Pooled Trust	Install 3 of 12 2025	19,249.31
11/10/2025	3304	NEPA Business Technologies LLC	Nov 2025 Phone Support	98.00
11/10/2025	3305	Newman Williams, P.C.	10/23/25 Zoning Rehab Dangerous Structure	50.00
11/10/2025	3306	PELRAS	PELRAS Membership	650.00
11/10/2025	3307	Pitney Bowes	Police 8/27/25-11/26/25 Postage	305.37
11/10/2025	3308	PMHIC	Pocono TWP Health Ins	69,694.41
11/10/2025	3309	Portland Contractors, Inc.	Food Truck & Recycling Ordinance	114.39
11/10/2025	3311	PPL Electric Utilities	Oct 2025 Certified Op & Process Directions	350.00
11/10/2025	3312	Stroudsburg Electric Motor Service	Electric	1,373.28
11/10/2025	3313	Suburban Propane	Supplies for MVP	1,948.92
11/10/2025	3314	Susquehanna Accounting & Consulting Solut	Propane 1,5075 gal	196.58
11/10/2025	3315	U.S. Municipal	Sep & Oct 2025 Budget Prep Consulting	1,162.50
11/10/2025	3316	UNIFIRST Corporation	Leader Hose & Jetter Hose	2,335.52
11/10/2025	3317	Wayne Bank*	TWP Mats	98.32
11/10/2025	3318	Weitzmann, Weitzmann & Huffman, LLC	Interest	110,560.10
11/10/2025	3319	Wilson Products Compressed Gas Co.	Zoning Appeals	1,591.00
11/10/2025	3320	World Fuel Services, Inc.	Argon & Oxygen Cylindar Rentals	17.00
			Fuel	2,794.89
			TOTAL GENERAL FUND	\$270,662.69

Sewer Operating Fund

Date	Check	Vendor	Memo	Amount
11/10/2025	1494	Blue World Construction, Inc.	Pinch Valve Replacement	15,968.20
11/10/2025	1495	BRODHEAD CREEK REGIONAL AUTHORITY	Nov 2025 O&M	122,164.75
11/10/2025	1496	BRODHEAD CREEK REGIONAL AUTHORITY	PA One Call Serv	1,575.00
11/10/2025	1497	BRODHEAD CREEK REGIONAL AUTHORITY	Manko/Gold/Katcher/Fox	48,341.70
11/10/2025	1498	BROUGHAL & DEVITO, L.L.P.	Legal	429.00
11/10/2025	1499	EEMA O&M Services Group, Inc.	O&M Nov 2025	16,116.15
11/10/2025	1500	EPSCO	Rope for Sewer Line on Old Mill Rd	38.94
11/10/2025	1501	Evoqua Water Technologies LLC	Bloxxide Treatment	13,200.48
11/10/2025	1502	Exeler Supply Co., Inc.	Water Line Supplies for Old Mill Rd	1,425.38
11/10/2025	1503	PA One Call System, Inc.	Sewer Mapping	76.06
11/10/2025	1504	Pocono Township	Oct 2025 Sewer Admin Serv & Overhead	15,303.25
11/10/2025	1505	REGIONAL ENVIRONMENTAL SERVICE	PS 5 Vac Truck Serv for Carbon Cleanout	1,620.00
11/10/2025	1506	SUBURBAN TESTING LABS	Monthly NPDES	627.00
TOTAL Sewer Operating Fund				\$236,885.91

Capital Reserve Fund

Date	Check	Vendor	Memo	Amount
11/10/2025	1142	AT&T Mobility	Tahoe Equipment Install	1,099.00
11/10/2025	1143	FNB EQUIPMENT FINANCE	One-time Documentation Fee	650.00
TOTAL Capital Reserve Fund				\$1,749.00

Fire Tax Disbursement

Date	Check	Payee	Memo	Amount
11/17/2025	1066	POCONO TOWNSHIP VOLUNTEER FIRE CO	INT B, 16 & 17	\$ 2,478.72
TOTAL Fire Tax				\$2,478.72

General Fund
Sewer Operating
Capital Reserve
Fire Tax Disbursement
Liquid Fuels
TOTAL TRANSFERS

\$	270,662.69
\$	236,885.91
\$	1,749.00
\$	2,478.72
\$	-
\$	511,776.32

Authorized by:

Transferred by:

BUDGET ADJUSTMENTS REQUEST 2025

Monday November 17, 2025

GENERAL FUND		FROM	Amount	TO	Amount	Explanation
409.374 New Bldg Contracted Janitor Sery			5,000.00	407.451 Gen Govt Contracted Svcs	5,000.00	Line needs to be increased to cover deficit
			6,000.00	409.373 Building Maint & Repairs	6,000.00	Line needs to be increased to cover deficit
414.319 MS4 Fees			4,000.00	410.450 Police Contracted Svcs	4,000.00	Line needs to be increased to cover deficit
430.384 PW Equip Rental			5,000.00	433.450 Traffic Signals Contracted Svcs	5,000.00	Line needs to be increased to cover deficit
454.110 Park Salary			2,000.00	454.220 Park Operating Supplies	2,000.00	Line needs to be increased to cover deficit
			8,000.00	454.360 Park Utilities	8,000.00	Line needs to be increased to cover deficit
			2,000.00	454.450 Park Contracted Svcs	2,000.00	Line needs to be increased to cover deficit
TOTAL ADJUSTMENTS			32,000.00		32,000.00	

LEARN ROAD ROUNDABOUT PROJECT

POCONO TOWNSHIP, MONROE COUNTY, PA

PROJECT NO. POCO-00152

PROJECT TIMELINE

- **11/21/2025 (Fri.) BID ADVERTISEMENT #1**
- **11/25/2025 (Tues.) BID ADVERTISEMENT #2**
- **12/03/2025 (Wed.) CONTRACTOR'S QUESTIONS DUE BY 5:00 PM**
- **12/05/2025 (Fri.) FINAL ADDENDUM (IF REQUIRED)**
- **12/10/2025 (Wed.) BIDS DUE AT 1:00 PM, BIDS PUBLICLY DISPLAYED BY 3:00 PM**
- **12/15/2025 (Mon.) BID AWARD (ANTICIPATED)**
- **January 2026 NOTICE TO PROCEED (ANTICIPATED)**
- **June 2026 START OF CONSTRUCTION (FOLLOWING END OF SCHOOL YEAR)**
- **August 2026 SUBSTANTIAL COMPLETION (60 DAYS FOLLOWING START OF CONSTRUCTION)**
- **September 2026 FINAL COMPLETION**

NOTICE TO BIDDERS

Online bids will be received by Pocono Township, Monroe County, for the **Learn Road Roundabout Project** until 1:00 p.m. (prevailing time) on Wednesday, December 10, 2025. Bids will be publicly displayed on PennBid by 3:00 p.m. on Wednesday, December 10, 2025.

All documents and solicitation details are available at no cost at PennBid™ - <https://pennbid.net>. Click on the "Access Projects on the Active Bidding Site" then "Open Public Opportunities" tabs.

Bids must be accompanied by a certified check or bid bond issued by a Surety licensed to conduct business in the Commonwealth of Pennsylvania, in the amount of at least 10 percent (10%) of the total bid.

The successful bidder will be required to furnish and pay for a Satisfactory Performance and Payment Bond and Labor and Material Bond in an amount of 100% of the contract amount. A Certificate of Insurance, showing proof of Workers Compensation Coverage, must also be submitted.

The project will require minimum wages and salaries to meet the PA Prevailing Wage requirements. The Contractor must ensure that employees and applicants for employment are not discriminated against because of their race, color, religion, sex, national origin, or handicap.

Pocono Township reserves the right to reject any or all Bids, to waive any informalities, or take such other action that may deem to be in the best interest of the Township and as may be permitted by law.

Bids may be held by the Township for a period of 45 days from date of Bid opening for the purpose of reviewing Bids and investigating qualifications of bidders, prior to awarding Contract.

All questions concerning the bid documents or the project in general should be submitted through PennBid no later than 5:00 p.m., Wednesday, December 3, 2025.

Pocono Township
11/21, 11/25



Grant Success Lab Grant Services Agreement

This Services Agreement ("Agreement") is made effective as of January 1, 2026, by and between Grant Success Lab, located at PO Box 7, Montgomery, PA 17752 ("Contractor"), and Pocono Township, located at 112 Township Drive, Tannersville, PA 18372-7957 ("Client").

1. Term

This Agreement shall commence on the Effective Date and continue for a term of twelve (12) months. Either party may terminate this Agreement during the twelve (12) month term by providing at least thirty (30) days written notice. Upon expiration of this term, the Agreement shall automatically renew on a month-to-month basis unless either party provides written notice of termination at least thirty (30) days before the end of the current term.

2. Services

The Contractor agrees to provide the services outlined in Appendix A "Scope of Service." ("Services"):

- Grant research and identification
- Grant writing and application preparation
- Submission of grant applications
- Ongoing grant administration and reporting

3. Fees and Billing

3.1 Monthly Fees

Upon execution of this agreement, the Client agrees to pay the Contractor \$49,200, payable as a one-time fee or 12 monthly retainers of \$4,100 January-December 2026. Monthly invoices will be issued and are payable within thirty (30) days of the invoice date. In the event that this Agreement is terminated in accord with the terms set forth in Paragraph 1 hereof, the Client shall not be liable to Grant Success Lab for any further monthly payments as of the effective date of the termination of this Agreement. If client has paid the fees as a lump sum on an annual basis and the Agreement is terminated as set forth in Paragraph 1, Grant Success Lab shall refund to client the unused portion of the fees as of the effective date of termination, said unused portion being calculated on the monthly amounts as described in this Paragraph 3.1.

3.2 Additional Fees for Additional Services

The total number of grants developed and submitted for the contract term shall not exceed ten, and the total number of grants under administration for the contract term shall not exceed 20. Grant Success Lab may provide services not included in the scope and fee herein upon your request with prior written authorization for an additional fee for additional services.

3.3 Reimbursable Expenses

The Client agrees to reimburse the Contractor for all filing and application fees that the Contractor prepays on the Client's behalf.

3.4 Late Payments

Invoices unpaid for more than thirty (30) days will result in a suspension of services until all outstanding invoices are settled. The Client acknowledges that such suspensions may lead to missed deadlines and increased project costs, including remobilization fees.

4. Client Responsibilities

The Client agrees to:

- Provide timely access to all relevant background information necessary for grant submissions.
- Ensure availability of representatives for necessary meetings.
- Respond promptly with reports, data, and other project assistance to enable the Contractor to meet deadlines.

5. Compliance with Laws

Both parties shall comply with all applicable federal, state, and local laws, regulations, and ordinances in the performance of their respective activities under this Agreement.

6. Confidentiality

6.1 Confidential Information

The Client shall own all intellectual property rights in the deliverables produced as a result of the Services.

The Contractor acknowledges that while providing the Services, it may have access to confidential information belonging to the Client. Provider agrees to maintain the confidentiality of such information and not to disclose it to any third party without Client's prior written consent.

The Contractor may retain a copy of the information for record-keeping purposes but shall not use or disclose such data for any other purpose without the Client's express written permission.

The Contractor's proprietary methodologies, processes, and tools used in discovering or compiling the Research Data shall remain the sole property of the Consultant.

Each party agrees not to disclose any confidential information obtained from the other party, except as required by law. Confidential information includes, but is not limited to, data, documents, concepts, drafts, strategies, and tactics.

6.2 Exceptions

This confidentiality obligation does not apply to information that:

- Is required to be disclosed by a court or governmental agency.
- Is disclosed to the parties' lawyers, accountants, or bankers.
- Is required during litigation or administrative proceedings.

6.3 Notification

The disclosing party must notify the non-disclosing party immediately upon learning of any potential or actual disclosure of confidential information.

7. Independent Contractor

The Contractor is an independent contractor and not an employee or agent of the Client. Nothing in this Agreement shall be interpreted to create an employment or agency relationship between the parties.

8. Governing Law

This Agreement shall be governed by and construed in accordance with the laws of the Commonwealth of Pennsylvania, without regard to its conflict of law principles.

9. Additional Services

Any services beyond the scope described herein must be requested in writing by the Client and authorized by the Contractor. Additional services will be subject to additional fees and terms mutually agreed upon in writing.

10. Severability

If any provision of this Agreement is held to be invalid, illegal, or unenforceable, the remaining provisions shall remain in full force and effect, provided that such invalidity does not materially affect the parties' rights under this Agreement.

11. Entire Agreement

This Agreement, including any exhibits or attachments, constitutes the entire agreement between the parties and supersedes all prior and contemporaneous agreements, representations, and understandings. Any amendments to this Agreement must be in writing and signed by both parties.

12. Signatures

IN WITNESS WHEREOF, the Parties, intending to be legally bound, have caused their proper and duly authorized representatives to execute and deliver this Agreement as of the date written herein.

AGREED TO BY:

Lea Rehm, Authorized Representative for Grant Success Lab

Date

and

Jerrod Belvin, Authorized Representative for Pocono Township

Date

Appendix A: Scope of Services

Our grant development and administration services are structured to provide Pocono Township with a robust support system for securing and managing grants effectively. The following services are included in our comprehensive offer:

1. Needs Assessment & Strategic Planning

- **Community Engagement:** Conduct surveys and focus groups with township residents, officials, and service departments to identify critical needs and priorities.
- **Data Analysis:** Analyze demographic, economic, and public safety data to underpin grant proposals.
- **Strategic Planning:** Develop a plan for grant-seeking activities that align with the township's long-term goals and immediate needs.

2. Grant Research & Identification

- **Funding Source Identification:** Identify federal, state, local, and private grant opportunities suitable for Pocono Township's needs.
- **Grant Calendar:** Create and maintain a calendar of grant cycles, deadlines, and submission dates.

3. Proposal Development

- **Narrative Writing:** Develop compelling grant narratives that clearly articulate funding needs, project goals, implementation strategies, and expected outcomes.
- **Budget Preparation:** Collaborate with township officials to create detailed, accurate, and justifiable budgets for grant applications.
- **Supporting Documentation:** Gather and prepare the necessary documentation, including letters of support, community impact statements, and organizational credentials.

4. Grant Submission

- **Application Coordination:** Ensure timely submission of grant applications, adhering to all guidelines and requirements.
- **Application Review:** Conduct rigorous review and quality assurance of all grant proposals before submission.

5. Post-Award Grant Management

- **Compliance Monitoring:** Monitor compliance with grant terms and conditions, ensuring all activities and expenditures align with funding requirements.
- **Reporting:** Prepare and submit required progress and financial reports to grantors.

- **Record Keeping:** Maintain comprehensive records of grant activities, communications, and financial transactions.

6. Capacity Building

- **Training Workshops:** Conduct workshops and training sessions for township staff on grant writing, management, and compliance.
- **Policy Development:** Assist in developing internal policies and procedures for efficient grant administration.

Safe Job Procedure:

Trailer Hook Up

1. Pre-Operational Checks:

- Ensure the truck and trailer are on level ground.
- Inspect the trailer hitch, coupler, safety chains, and wiring harness for damage or wear.
- Confirm the trailer's weight does not exceed the truck's towing capacity.
- Check that the trailer brakes (if applicable) are functional.

2. Positioning the Truck:

- Reverse the truck slowly towards the trailer using a spotter if available.
- Align the hitch ball with the trailer coupler.
- Set the truck's parking brake and shift into park (or neutral for manual transmission).

3. Hitching the Trailer:

- Lower the trailer onto the hitch ball using the trailer jack.
- Secure the coupler latch and insert a locking pin or clip.
- Raise the trailer jack fully to avoid ground contact during travel.
- Attach safety chains in a crisscross pattern beneath the coupler.
- Connect the electrical wiring harness and test trailer lights and brakes.



4. Final Safety Checks:

- Ensure the coupler is locked and secure.
- Verify that the safety chains are not dragging but have enough slack for turning.
- Check that all the lights (brake, turn signals, and running lights) are working.
- Ensure the breakaway cable (if applicable) is attached properly.
- Conduct a walk-around inspection of the truck and trailer.

5. Test and Drive-Off:

- Perform a slow pull test to ensure the trailer is securely attached.
- Recheck mirrors for proper visibility.
- Drive cautiously and monitor trailer behavior.

Emergency Procedures:

- If the trailer becomes unhitched, engage the trailer brakes if equipped.
- Safely pull over and secure the trailer before proceeding.

Following this procedure will ensure a safe and efficient hookup of a trailer to a truck.

 An official website of the United States government [Here's how you know](#) ▼

 Portions of the Department of Transportation are currently in shutdown through funding due to a lapse in appropriations. Please continue to monitor this page for updates on DOT operating status.

United States Department of Transportation

FMCSA

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IN THIS SECTION



Cargo Securement Rules

Background

On September 27, 2002, the Federal Motor Carrier Safety Administration (FMCSA) published new cargo securement rules. Motor carriers operating in interstate commerce must comply with the new requirements beginning January 1, 2004. The new rules are based on the North American Cargo Securement Standard Model Regulations, reflecting the results of a multi-year research program to evaluate U.S. and Canadian cargo securement regulations; the motor carrier industry's best practices; and recommendations presented during a series of public meetings involving U.S. and Canadian industry experts, Federal, State and Provincial enforcement officials, and other interested parties. The new rules require motor carriers to change the way they use cargo securement devices to prevent articles from shifting on or within, or falling from commercial motor vehicles. The changes may require motor carriers to increase the number of tiedowns used to secure certain types of cargo. However, the rule generally does not prohibit the use of tiedowns or cargo securement devices currently in use. Therefore, motor carriers are not required to purchase new cargo securement equipment or vehicles to comply with the rule. The intent of the new requirements is to reduce the number of accidents caused by cargo shifting on or within, or falling from, commercial motor vehicles operating in interstate commerce, and to harmonize to the greatest extent practicable U.S., Canadian, and Mexican cargo securement regulations.

Applicability of the New Rules

The new cargo securement rules apply to the same types of vehicles and cargo as the old rules, covering all cargo-carrying commercial motor vehicles (as defined in 49 CFR 390.5) operated in interstate commerce. This includes all types of articles of cargo, except commodities in bulk that lack structure or fixed shape (e.g., liquids, gases, grain, liquid concrete, sand, gravel, aggregates) and are transported in a tank, hopper, box or similar device that forms part of the structure of a commercial motor vehicle.

Performance Criteria

FMCSA has adopted new performance requirements concerning deceleration in the forward direction, and acceleration in the rearward and lateral directions, that cargo securement systems must withstand. Deceleration is the rate at which the speed of the vehicle decreases when the brakes are applied, and acceleration is the rate at which the speed of the vehicle increases in the lateral direction or sideways (while the vehicle is turning), or in the rearward direction (when the vehicle is being driven in reverse and makes contact with a loading dock). Acceleration and deceleration values are commonly reported as a proportion of the acceleration due to gravity (g). This acceleration is about 9.8 meters/second/second (32.2 feet/second/second), which means that the velocity of an object dropped from a high elevation increases by approximately 9.8 meters/second (32.2 feet/second) each second it falls. FMCSA requires that cargo securement systems be capable of withstanding the forces associated with following three deceleration/accelerations, applied separately:

1. 0.8 g deceleration in the forward direction;
2. 0.5 g acceleration in the rearward direction; and
3. 0.5 g acceleration in a lateral direction.

These values were chosen based on researchers' analysis of studies concerning commercial motor vehicle performance. The analysis indicated that the highest deceleration likely for an empty or lightly loaded vehicle with an antilock brake system, all brakes properly adjusted, and warmed to provide optimal braking performance, is in the range of 0.8-0.85 g. However, a typical loaded vehicle would not be expected to achieve a deceleration greater than 0.6 g on a dry road. The typical lateral acceleration while driving in a curve or on a ramp at the posted advisory speed is in the range 0.05-0.17 g. Loaded vehicles with a high center of gravity roll over at a lateral acceleration above 0.35 g. Lightly loaded vehicles, or heavily loaded vehicles with a lower center of gravity, may withstand lateral acceleration forces greater than 0.5 g. Generally, motor carriers are not required to conduct testing of cargo securement systems to determine compliance with the performance requirements. The new rules explicitly state that cargo immobilized or secured in accordance with the general securement rules, or the commodity-specific rules, are considered to meet the performance criteria.

Requirements for Securement Devices

The new rules require that all devices and systems used to secure cargo to or within a vehicle must be capable of meeting the performance criteria. All vehicle structures, systems, parts and components used to secure cargo must be in proper working order when used to perform that function with no damaged or weakened components that could adversely affect their performance. The cargo securement rules incorporate by reference manufacturing standards for certain types of tiedowns including steel strapping, chain, synthetic webbing, wire rope, and cordage. FMCSA has updated the rules to reference the November 15, 1999, version of the National Association of Chain Manufacturers (NACM) Welded Steel Chain Specifications. The agency notes that some of the working load limit values in the 1999 version differ slightly from the previous edition of this publication. Also, the 1999 version includes working load limits for a new grade of alloy chain, grade 100. The agency also changed its reference for synthetic webbing from the 1991 edition to the 1998 edition of the Web Sling and Tiedown Association's publication. Generally, the working load limits are the same as those in the 1991 publication. Changes in the references do not necessarily mean the older securement devices need to be replaced. Motor carriers are not required to replace tiedown devices purchased prior to January 1, 2004. If the tiedowns satisfied the old rules, the devices should also satisfy the new rules.

Proper Use of Tiedowns

The new regulations require each tiedown to be attached and secured in a manner that prevents it from becoming loose, unfastening, opening or releasing while the vehicle is in transit. All tiedowns and other components of a cargo securement system used to secure loads on a trailer equipped with rub rails must be located inboard of the rub rails whenever practicable. Also, edge protection must be used whenever a tiedown would be subject to abrasion or cutting at the point where it touches an article of cargo. The edge protection must resist abrasion, cutting and crushing.

Use of Unmarked Tiedowns

The new rules do not prohibit the use of unmarked tiedown devices. Although many of the participants in the public meetings and numerous commenters to the rulemaking proposal argued the rules should include such a prohibition, FMCSA believes it is inappropriate to prohibit unmarked tiedowns at this time. However, in view of the potential safety hazards of motor carriers misidentifying unmarked tiedowns, there is a provision that unmarked welded steel chain be considered to have a working load limit equal to that of grade 30 proof coil, and other types of unmarked tiedowns be considered to have a working load limit equal to the lowest rating for that type in the table of working load limits.

Unrated and Unmarked Anchor Points

FMCSA's cargo securement rules do not require rating and marking of anchor points. While the agency encourages manufacturers to rate and mark anchor points, the new rules do not include a requirement for ratings and markings.

Front End Structures on CMVs

FMCSA revised its rules concerning front-end structures or headerboards by changing the applicability of the requirements to cover CMVs transporting cargo that is in contact with the front-end structure of the vehicle. By contrast, the old rules required certain vehicles to be equipped with front-end structures regardless of whether the devices were used as part of a cargo securement system.

Summary of the new cargo rules

The new cargo securement rules include general securement rules applicable to all types of articles of cargo, with certain exceptions, and commodity-specific rules covering commodities that are considered the most difficult to determine the most appropriate means of securement. Requirements concerning securement, working load limits, blocking and bracing are applicable to all commodities being transported. The commodity-specific requirements take precedence over the general rules when additional requirements are given for a commodity listed in those sections. This means all cargo securement systems must meet the general requirements, except to the extent a commodity-specific rule imposes additional requirements that prescribe in more detail the securement method to be used.

General Rule

Cargo must be firmly immobilized or secured on or within a vehicle by structures of adequate strength, dunnage (loose materials used to support and protect cargo) or dunnage bags (inflatable bags intended to fill space between articles of cargo or between cargo and the wall of the vehicle), shoring bars, tiedowns or a combination of these.

Cargo Placement and Restraint

Articles of cargo that are likely to roll must be restrained by chocks, wedges, a cradle or other equivalent means to prevent rolling. The means of preventing rolling must not be capable of becoming unintentionally unfastened or loose while the vehicle is in transit. Articles of cargo placed beside each other and secured by transverse tiedowns must be:

1. Placed in direct contact with each other, or
2. Prevented from shifting towards each other while in transit.

Minimum Working Load Limit for Cargo Securement Devices and Systems

The aggregate working load limit of any securement system used to secure an article or group of articles against movement must be at least one-half the weight of the article or group of articles. The aggregate working load limit is the sum of: One-half the working load limit of each tiedown that goes from an anchor point on the vehicle to an attachment point on an article of cargo; and The working load limit for each tiedown that goes from an anchor point on the vehicle, through, over or around the cargo and then attaches to another anchor point on the vehicle.

Minimum Number of Tiedowns

The cargo securement system used to restrain articles against movement must meet requirements concerning the minimum number of tiedowns. This requirement is in addition to complying with rules concerning the minimum working load limit. When an article of cargo is not blocked or positioned to prevent movement in the forward direction, the number of tiedowns needed depends on the length and weight of the articles. There must be - one tiedown for articles 5 ft or less in length, and 1,100 lbs or less in weight; two tiedowns if the article is -

1. 5 ft or less in length and more than 1,100 lbs in weight; or
2. greater than 5 ft but less than 10 ft, regardless of weight.

In the following example, one tiedown is required because the article of cargo is 5 ft in length and does not exceed 1,100 lbs. If the article of cargo were greater than 5 ft in length but less than 10 ft, two tiedowns would be needed regardless of the weight. When an article of cargo is not blocked or positioned to prevent movement in the forward direction, and the item is longer than 10 ft in length, then it must be secured by two tiedowns for the first 10 ft of length, and one additional tiedown for every 10 ft of length, or fraction thereof, beyond the first 10 ft. An example of this is provided below. If an article is blocked, braced or immobilized to prevent movement in the forward direction by a headerboard, bulkhead, other articles that are adequately secured, or other appropriate means, it must be secured by at least one tiedown for every 10 ft of article length, or fraction thereof.

Special Rule for Special Purpose Vehicles

Generally, the basic rules concerning the minimum number of tiedowns do not apply to a vehicle transporting one or more articles of cargo such as, but not limited to, machinery or fabricated structural items (e.g., steel or concrete beams, crane booms, girders, and trusses, etc.) which, because of their design, size, shape or weight, must be fastened by special methods. However, any article of cargo carried on that vehicle must be secured adequately to the vehicle by devices that are capable of meeting the performance requirements and the working load limit requirements.

Commodity-Specific Securement Requirements

FMCSA has adopted detailed requirements for the securement of the following commodities: logs; dressed lumber; metal coils; paper rolls; concrete pipe; intermodal containers; automobiles, light trucks and vans; heavy vehicles, equipment and machinery; flattened or crushed vehicles; roll-on/roll-off containers; and large boulders. During public meetings concerning the development of the model regulations, participants said that these commodities cause the most disagreement between industry and enforcement agencies as to what is required for proper securement.

393.116 - Logs

The rules for the transportation of logs are applicable to the transportation of almost all logs with the following exceptions:

1. Logs that are unitized by banding or other comparable means may be transported in accordance with the general cargo securement rules.
2. Loads that consist of no more than four processed logs may be transported in accordance with the general cargo securement rules.
3. Firewood, stumps, log debris and other such short logs must be transported in a vehicle or container enclosed on both sides, front, and rear and of adequate strength to contain them. Longer logs may also be transported in an enclosed vehicle or container.

393.118 - Dressed Lumber and Similar Building Products

The rules in this section apply to the transportation of bundles of dressed lumber, packaged lumber, building products such as plywood, gypsum board or other materials of similar shape. Lumber or building products that are not bundled or packaged must be treated as loose items and transported in accordance with the general cargo securement rules. For the purpose of this section, the term "bundle" refers to packages of lumber, building materials or similar products which are unitized for securement as a single article of cargo.

393.120 - Metal Coils

The rules in this section apply to the transportation of one or more metal coils which, individually or grouped together, weigh 2,268 kg (5,000 lbs) or more. Shipments of metal coils that weigh less than 2,268 kg (5,000 lbs) may be secured in accordance with the general cargo securement rules.

393.122 - Paper Rolls

The rules for securing paper rolls are applicable to shipments of paper rolls which, individually or together, weigh 2,268 kg (5,000 lbs) or more. Shipments of paper rolls that weigh less than 2,268 kg (5,000 lbs), and paper rolls that are unitized on a pallet, may either be secured in accordance with the rules in this section or the general cargo securement rules.

393.124 - Concrete Pipe

The rules in this section apply to the transportation of concrete pipe on flatbed trailers and vehicles and lowboy trailers. Concrete pipe that is bundled tightly together into a single rigid article with no tendency to roll, and concrete pipe loaded in a sided vehicle or container must be secured in accordance with the general rules.

393.126 - Intermodal Containers

The requirements for intermodal containers cover the transportation of these containers on container chassis and other types of vehicles. Intermodal containers are freight containers designed and constructed to permit them to be used interchangeably in two or more modes of transportation. Cargo contained within intermodal containers must be secured in accordance with the general cargo securement rules or, if applicable, the commodity-specific rules.

393.128 - Automobiles, Light Trucks and Vans

This portion of the new standards applies to the transportation of automobiles, light trucks, and vans which individually weight 4,536 kg (10,000 lbs) or less. Vehicles which individually are heavier than 4,536 kg (10,000 lbs) must be secured in the same manner as heavy vehicles, equipment and machinery (see the rules under /393.126).

393.130 - Heavy Vehicles, Equipment and Machinery

These requirements are applicable to the transportation of heavy vehicles, equipment and machinery which operate on wheels or tracks, such as front end loaders, bulldozers, tractors and power shovels and which individually weigh 4,536 kg (10,000 lbs) or more. Vehicles, equipment and machinery which is lighter than 4,536 kg (10,000 lbs) may be secured in accordance with these rules, the rules for automobiles, light trucks and vans, or the general freight requirements.

393.132 - Flattened or Crushed Vehicles

The transportation of vehicles such as automobiles, light trucks and vans that have been flattened or crushed is covered by these requirements. The transportation of automobiles that are flattened or crushed in a crash or accident, as opposed to being intentionally flattened or crushed in preparation for transportation to recycling facilities, is not subject to these requirements. However, vehicles damaged in a crash or accident are subject to the general cargo securement requirements.

393.134 - Roll-on/Roll-Off or Hook-lift Containers

These rules apply to the transportation of roll-on/roll-off or hook lift containers. A hook-lift container is defined in 49 CFR 393.5 as a specialized container, primarily used to contain and transport materials in the waste, recycling, construction/demolition and scrap industries, which is used in conjunction with specialized vehicles in which the container is loaded and unloaded onto a tilt frame body by an articulating hook-arm. Section 393.134 is not, however, applicable to the operation of hoist-type equipment (or hoist equipment) as described in American National Standards Institute (ANSI) publication ANSI 2245.1. Hoist-type equipment should be considered separate and distinct from roll-on/roll-off equipment and, therefore, not subject to 393.134. Containers transported on hoist-type equipment must be secured in accordance with the general securement rules.

393.136 - Large Boulders

The rules in this section are applicable to the transportation of any large piece of natural, irregularly shaped rock weighing in excess of 5,000 kg (11,000 lbs) or with a volume in excess of 2 cubic-meters on an open vehicle, or in a vehicle whose sides are not designed and rated to contain such cargo. Pieces of rock weighing more than 100 kg (220 lbs), but less than 5,000 kg (11,000 lbs) must be secured, either in accordance with this section, or in accordance with the general cargo securement rules, including: (1) rock contained within a vehicle which is designed to carry such cargo; or (2) secured individually by tiedowns, provided each piece can be stabilized and adequately secured. Rock which has been formed or cut to a shape and which provides a stable base for securement must also be secured, either in accordance with the provisions of this section or in accordance with the general securement rules.

Federal Motor Carrier Safety Administration
Vehicle and Roadside Operations Division (MC-PSV)
1200 New Jersey Avenue SE
Washington, DC 20590
www.fmcsa.dot.gov
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U.S. DEPARTMENT OF TRANSPORTATION

Federal Motor Carrier Safety Administration

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WASHINGTON, DC 20590

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POCONO TOWNSHIP PLAN STATUS
11/17/2025

Twp. Ref No.	T&M Proj. No.	LVL Proj. No.	Project Name (acceptance date)	Application Type	Prelim/Final	Latest Comment Letter	PC Recommend. Approval/Deny	BOC Approve/Deny	Approval Expiration (1 yr.)	6 Mo. to Expiration	3 Mo. to Expiration	Recordation Date	Comments
CONDITIONAL PRELIMINARY APPROVAL													
1373	POCO-R0616	2130141R	CORE 5-Warner Road Warehouse (Prelim. Plan) (4/26/21)	Commercial Land Dev't	Prelim	1/23/2025	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					
1425	POCO-R0680	-	Brookdale Spa (9/9/24)	Land Dev't	Preliminary	7/2/2025	Approval Rec. 6/9/25	Cond. Preliminary Approval 7/7/25					
PRD TENTATIVE PLAN APPROVAL													
1388	POCO-R0690	2130154R	The Ridge PRD (Application Rec'd 10/23/23)	PRD	Tentative	Planning Rvw 11/17/23		Tentative Plan Approved 1/16/24					
CONDITIONAL FINAL OR PRELIM/FINAL APPROVAL - NOT RECORDED													
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	4-13-2018				
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 Pocosnos Hospitality	Land Dev't	Prelim/Final	7/19/2022		Conditional Approval 12/18/17	Approval Extended to 8/1/25				
1313	POCO-R0740	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 2/6/26	8/6/2025	11/6/2025		Extension Requested 1/21/25
1358	POCO-R0730	1630006R1	Tannersville Point Apartments (2023) (6/10/24)	Land Dev't Lot Consolidation	Prelim/Final	9/16/2025	Recommended for Approval 6/9/25	Approved 9/15/25	9/15/2026	3/15/2026	6/15/2026		
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	7-20-2023				
1369	POCO-R0617	2130150R	Cranberry Creek Apartments (7/25/22)	Land Dev't	Prelim/Final	3/9/2026	Approval Rec. 10/14/25	Approved 11/3/25	11/3/2026	5/3/2026	8/3/2026		
1372A	POCO-R0621	-	Camp Lindenmere Dining Hall LD (6/9/25)	Land Dev't	Prelim/Final	8/12/2025	Recommended for approval 6/23/25	Approved 7/7/2026	7/7/2026	1/7/2026	4/7/2026		
1375A	POCO-R0624	-	Swiftwater Solar Amended LD (1/13/25)	Land Dev't	Prelim/Final	2/19/2025	Recommended for approval 3/10/25	Approved 4/7/25	4/7/2026	10/7/2025	1/7/2026		Phase A
1375A	POCO-R0624	-	Swiftwater Solar Amended LD (1/13/25)	Land Dev't	Prelim/Final	4/8/2025	Recommended for approval 4/14/25	Approved 4/21/25	4/21/2026	10/21/2025	1/21/2026		Phase B
1375A	POCO-R0624	-	Swiftwater Solar Amended LD (1/13/25)	Land Dev't	Prelim/Final	2/4/2025	Recommended for approval 2/10/25	Approved 2/18/25	2/18/2026	8/18/2025	11/18/2025		Phase C
1375A	POCO-R0624	-	Swiftwater Solar Amended LD (1/13/25)	Land Dev't	Prelim/Final	2/19/2025	Recommended for approval 3/10/25	Approved 4/7/25	4/7/2026	10/7/2025	1/7/2026		Phase D
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	12-9-2022				

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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		2230178R	Grossi Major Subdivision (3/28/22)	Major Sub	Prelim/Final	7/10/2023	Conditional Approval 7/10/23	Conditional Approval 11/8/23	Approval Extended to 11/8/2025	5/6/2025	8/6/2025		Extension Received 10/7/24
1401	POCO-R0630	2330223R	611 Land Development - Dual Brand Hotel LD (4/8/24)	Land Devt	Final	6/12/2025	Conditional Approval 3/10/25	Conditional Approval 6/16/25	6/16/2026	12/16/2025	3/16/2026		
1412	POCO-R0620	2330209R	GWL Employee Housing (4/10/23)	Land Devt	Final	8/1/2023	Conditional Approval 7/10/23	Conditional Approval 8/21/23	8/21/2024	2/21/2024	5/21/2024		Project not moving forward per owner
1415	POCO-R0629	2230198R	Ertle Development Wawa (10/10/23)	Land Devt	Prelim/Final	8/12/2025	Conditional Approval 4/8/24	Conditional Approval 5/6/24	Approval Extended to 5/6/2026	11/6/2025	2/6/2026		Extension Rec'd 6/16/25
1423	POCO-R0614	-	Brookstead Apartments (5/13/24)	Land Devt	Prelim/Final	10/1/2024	Recommended for approval 1/13/25	Approved 2/18/25	2/18/2026	8/18/2025	11/18/2025		
1430	POCO-R0620	-	Sanoff Building 57 Addition (7/18/24)	Land Devt	Prelim/Final	8/7/2024	Conditional Approval 8/12/24	Approved 9/16/24	9/16/2025	3/16/2025	6/16/2025		
1434	POCO-R0950	-	Gorski Lot Joinder	Lot Comb.	Final	11/22/2024	N/A	Approved 12/16/24	12/16/2025	6/16/2025	9/16/2025		
1437	POCO-R0990	-	MCTA Transit Facility Expansion (12/9/24)	Land Devt	Prelim/Final	6/5/2025	Conditional Approval 6/9/25	Conditional Approval 7/7/25	7/7/2026	1/7/2026	4/7/2026		
1438	POCO-R1040	-	Trap Hotel Event Center (1/13/25)	Land Devt	Prelim/Final	7/28/2025	Conditional Approval 5/12/25	Approved 6/2/25	6/2/2026	12/2/2025	3/2/2026		
1447	POCO-R1240	-	122 & 144 Paweda Hill (7/14/25)	Minor Sub./ Consolid.	Final	8/13/2025	Approval 7/14/25	Approved 8/18/25	8/18/2026	2/18/2026	5/18/2026		
LAND DEVELOPMENT WAIVER APPROVAL													
	POCO-R0910	-	MTG Investment Properties (3199 Rte. 611)	Waiver		9/16/2024	PC Approval 10/15/24	Approved 10/21/24					
	POCO-R0940	-	Sanoff 853 Exterior Freezer Replacement	Waiver		10/9/2024	PC Approval 10/15/24	Approved 10/21/24					
	POCO-R1000	-	Swiftwater Inn/Trap Ent. Pool Equip. End.	Waiver		11/12/2024	PC Approval 11/12/24	Approved 11/18/24					
LAND DEVELOPMENT WAIVER DENIAL													
	POCO-R1020	-	Mountain Villa Resort	Waiver		12/5/2024	PC Denial 12/9/24	Denied 12/16/24					

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RECORDED													
1277	POCO-R0627	1330276B	Trapasso Hotel (1/24/22)	Land Devt	Prelim/Final	2/16/2022	Conditional Approval 3/14/22	Conditional Approval 3/21/22				9/20/22	
1287	POCO-R0613	2230194R	Spirit of Swiftwater Ph. II (9/11/23)	Land Devt	Revised Final	6/7/2024	Conditional Approval 5/13/24	Conditional Approval 7/15/24				9/26/2024	
1364		1930090R	Sanofi B-78 Seed Lab (6/10/19)	Commercial Land Devt	Prelim/Final	10/15/2019	Recommended for Approval 9/23/2019	BOC Approved 10/21/2019				9/27/23	
1370		2030105R	Sanofi Pasteur B-85 Solid Waste & Recycling Bldg (06/08/2020)	Industrial Land Devt	Prelim/Final	6/19/2020	Recommended for Approval 6/22/2020	BOC Approved 7/20/2020				2/23/2021	
1372	POCO-R0621	2030104R	Camp Lindemere	Land Devt	Prelim/Final	9/28/2021	Conditional Approval 7/26/21	Conditional Approval 10/18/21				5/16/24	
1374		1930089R	Northridge at Camelback Ph 11-16 (5/10/21)	Residential Land Devt	Prelim	12/13/2021	Conditional Approval Rec 12/13/21	Conditional Approval Rec 12/20/21				6/29/23	
1375	POCO-R0624	2030115R	Swiftwater Solar (06/14/21) (9/12/21)	Commercial Land Devt	Prelim/Final	4/20/2022	Conditional Approval 4/25/22	Conditional Approval 6/6/22				11/16/23	
1377	N/A	2130149R	Eudora Hilliard Minor Subdivision (6/28/21)	Residential Land Devt	Prelim	7/21/2021	Recommended Approval 6/28/21	Conditional Approval 8/2/21				12/21/2022	
1384	N/A	2130152	Bartonsville Ave Pump Station 5 Lot Subdivision	Subdivision	Prelim/Final		Recommended approval 8/9/21	BOC Approved 8/16/21				10/20/21	
1385	N/A	2130163R	Vassallo Est. Minor/Lot Consolidation (10/12/21)	Minor Sub	Final	3/23/2022	Conditional Approval 4/11/2022	Conditional Approval 5/2/22				2/6/24	
1390		2130168R	Sanofi Pasteur B83 Cold Storage (11/22/21)	Commercial Land Devt	Prelim/Final	8/16/2022	Conditional Approval 1/23/23	Conditional Approval 2/6/23				8/17/23	
1391		2030114R	Great Wolf Lodge Expansion (6/28/21)	Commercial Land Devt	Prelim	12/13/2021	Conditional Approval Rec 12/13/21	Conditional Approval Rec 12/20/21				3/20/22	
1393	POCO-R0625	2230179R	Cherry Lane Dev't Partners (Wawa-Tannersville Inn) (8/8/22)	Land Devt	Prelim/Final	12/21/2022	Conditional Approval 1/9/23	Conditional Approval 2/6/23				10/17/23	
1394	N/A	2130173R	Steele's Warehouse Addition (1/10/22)	Commercial Land Devt	Final	3/24/2022	Conditional Approval 3/28/2022	Conditional Approval 4/4/22				8/20/22	
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				12/20/22	
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				12/20/22	
1400	POCO-R0611	2230185R	Neighborhood Hospital Golden Slipper Rd (Embree) (6/27/22)	Land Devt	Prelim/Final	4/8/2024	Conditional Approval 10/10/23	Conditional Approval 10/18/23				2/12/25	
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 Devt	Prelim/Final	1/17/2023	Conditional Approval 1/23/23	Conditional Approval 2/6/23				8/17/23	
1413	N/A	2330216R	BAD Properties/Fallins (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	

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DENIED													
1272	N/A	1130255E	Kopelson Lot 3 Land Devt (08/13/13)	Commercial Land Devt	Prelim	unknown date	Recommended Denial 5/24/21	BOC Rejected 06/21/21					Appealed
	N/A	2030121R	Zitro & Roni Investments	Comm/Res Land Devt	Prelim	1/8/2021	Recommended Denial 5/24/21	BOC Rejected 06/21/21					
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					
WITHDRAWN													
1371		1630006R	Tannersville Point Apartments (10/22/19)	Residential Land Devt	Prelim/Final	2/21/2019	Recommended for Approval 2/25/19						Withdrawn as condition of new development nomination to withdraw appl. rec'd 1/21/2022
1386	N/A	2130160R	Dianora Minor Subdivision (9/27/21)(12/26/21)	Minor Sub	Final	9/16/2021							LD Application Withdrawn 2/12/24
1388	N/A	2130154R	The Ridge (8/8/22)	Land Devt	Prelim/Final	9/26/2022							Application Withdrawn 6/13/25
1401	POCO-R0630	2330223R	611 Land Development - Dual Brand Hotel Subdivision (4/8/24)	Minor Sub	Final	3/6/2025							Application Withdrawn 5/12/23
1406	N/A	2230193R	Core 5 Stadden Road Warehouse (8/8/22)	Land Devt	Prelim	10/6/2022							Application Withdrawn
1411	N/A	2230185R2	1328 Golden Slipper Road Minor Sub (1/9/23)	Minor Sub	Final	1/10/2023							Application Withdrawn 4/30/25
1424	POCO-R0660	-	1124 Sky View Dr. Monopine Tower (4/8/24)	Land Devt	Prelim	8/15/2024							Denial Rec. 9/10/25
1439	POCO-R1090	-	Summit Road Solar Array (6/9/25)	Land Devt	Prelim	12/6/2025							Application Withdrawn 10/11/25

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Sketch Plans												
			KenBAR Investment Group (Inactive)	Commercial Land Devt					6/5/2020			
1380		1730040R	2808 Rt 0611 Apartments Land Development	Land Devt					8/5/2021			
1402		2030118R	Iroquois Ridge	Major Sub, Land Devt					6/22/2022			
1403		2230188R	Lands of D E & S Properties (Classic Quality Homes)	Major Sub, Land Devt					7/19/2022			
1380		2230189R	Lands of Yuriy Bogutskiy 2812 Rt 0611	Land Devt					5/3/2023			
1417		2330219R	Harmony Domes 310 Hallett Road	Land Devt					9/3/2025			Sketch Plan #2 rec'd 8/19/25
1422		2330228R	Exclusive Pocono Properties Transient Hotel	Land Devt					1/7/2025			Sketch Plan #2 rec'd 12/10/24
1378		2430243R	Incline Village Expansion	Land Devt					11/8/2024			
1436		-	437-439 Scotrun Avenue	Land Devt					11/25/2024			
1448		-	Pocohanne Point Apartments	Land Devt					8/28/2025			
1452		-	TL Realty Corp. Learn Road	Land Devt					10/28/2025			
Final Plans Under Consideration												
1425		-	Brookdale Spa (11/10/25)	Land Devt	Final	2/8/2026	1/12/2026	2/2/2026		11/10/2025		
1451		-	3172 Rte. 715 - Shanti Dayal (11/10/25)	Land Devt	Final	2/8/2026	1/12/2026	2/2/2026		11/10/2025		
Preliminary Plans Under Consideration												
1453		-	Mt. Villa Resort (406 Cherry Lane Rd.) (11/10/25)	Land Devt	Preliminary	2/8/2026	1/12/2026	2/2/2026		11/10/2025		
1446		-	Members First Federal CU (10/14/25)	Land Devt	Prelim/Final	1/12/2026	12/8/2025	1/5/2026	10/31/2025	11/10/2025		

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1445	POCO-R1180	-	Mtn. Edge Village Comm. TH Units 57A-H (4/14/25)	Land Devt	Prelim/Final	12/31/2025	12/8/2025	12/15/2025	9/8/2025	11/10/2025		Extension to 12/31 rec'd 8/12
1414	POCO-R0612	2330220R	135 Warner Rd. (Schliers Towing) (2/12/24)	Land Devt	Prelim	3/9/2026	2/9/2026	3/2/2026	2/23/2024	11/10/2025		6 month extension rec'd 8/5/25
1387	POCO-R1030	2130161R	Alaska Pete's - 173 Camelback Road (4/10/23)	Land Devt	Prelim/Final	12/30/2026	12/14/2026	12/21/2026	4/27/2023	11/10/2025		Extension rec'd 10/14/25
Land Development Waiver Applications Under Consideration												

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Pending BOC Decision												
1373	POCO-R0616	2130141R	CORE 5-Warner Road Warehouse (Final Plan) (11/10/25)	Land Devt	Final	2/8/2026	1/12/2026	2/2/2026	10/30/2025		Approval Rec. 11/10/25	
1388	POCO-R0690	2130154R	Phase 1 - The Ridge PRD (10/21/25)	PRD	Final	12/5/2025	N/A	12/1/2025			N/A	45 Days for BOC Approval per Ord.
1441	POCO-R1110	-	Leisure Lake @ the Poconos - 1157 Wiscasset Dr. (2/3/25)	Lot Comb.	Final	11/30/2025	N/A	11/17/2025	3/11/2025		N/A	Extension to 11/30 rec'd 8/12
1449	POCO-R1290	-	Trapasso Route 611 Hotel - Rev. Final Plan (9/10/25)	Land Devt	Final	3/9/2026	2/9/2026	3/2/2026	11/10/2025		Approval Rec. 11/10/25	90 day ext. rec'd 10/23/25
1450	POCO-R1320	-	Carl E. Slutter Easement Relocation (Hillbilly Ac.) (10/6/25)	Rev. to Aprvd Plan	Final	1/4/2026	N/A	12/15/2025	10/15/2025		N/A	
Special Exceptions, Conditional Use												
Pending Item List for Planning Commission												
Pending Item List for Board of Commissioners												