

**MOUNT POCONO BOROUGH PLANNING COMMISSION
REGULAR MEETING AGENDA
Wednesday, June 15, 2022 – 7:00 PM**

LOCATION: Borough Building located at 1361 Pocono Blvd, Mount Pocono

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Roll Call**
____ M. Penn, ____ P. Bucco, ____ R. Dorkoski, ____ A. M. Harris, ____ D. Staples, ____ E. Melbert,
____ T. Cramer, ____ C. Connor, ____ C. Niclaus, ____ A. Wilkinson, ____ D. Jackowski
- 4. Preliminary Announcements**
- 5. Consider Approval of Minutes**
 - a. Regular Meeting Minutes – May 18, 2022
- 6. Unfinished Business - None**
- 7. New Business**
 - a. Arya Village, 1221 Pocono Blvd. – Completeness Submittal for Acceptance
- 8. Project Updates**
- 9. Liaison Reports**
 - a. Borough Council
 - b. Zoning Hearing Board
- 10. Public Participation**
- 11. Adjournment**

**MOUNT POCONO PLANNING COMMISSION
REGULAR MEETING MINUTES
WEDNESDAY, MAY 18, 2022
7:00 P.M.**

Chairman M. Penn opened the regular meeting at 7:04 P.M.

Pledge of Allegiance was said by all.

Roll Call: Vice Chair P. Bucco, present; Commissioner R. Dorkoski, present via phone; Commissioner A. Harris, present; Commissioner D. Staples, absent; Commissioner E. Melbert, present; Commissioner T. Cramer, present; Solicitor C. Connor, absent; Borough Engineer C. Niclaus, present; Zoning/ Codes Officer A. Wilkinson, present; and, Recording Secretary, D. Jackowski, present.

PRELIMINARY ANNOUNCEMENTS – None

APPROVAL OF MINUTES – Vice Chair P. Bucco moved to accept the Re-Organization and Regular Meeting minutes of Wednesday; April 20, 2022, as presented. Commissioner T. Cramer seconded. Motion carried unanimously.

UNFINISHED BUSINESS

Popeye’s Land Development Plan – Chairman M. Penn reminded the Planning Commission that the Popeye’s Land Development Plan was accepted retroactively from March 16, 2022. noting that this project was before them informally as there wasn’t a quorum at that time. He noted that at the April 20, 2022, the Planning Commission recommended waiver requests (1) through (4); (6) through (7); and, (12) through (13), by the Applicant. He also noted that waiver request **(5) Waiver is requested from §187-61 to not provide the recreational facility fee due to the scope of the improvements**, was not recommended and that waiver requests (8) through (11) will be discussed tonight.

Let it be noted that Attorney Bob Kidwell, Mr. Rhett Chiliberti of Colliers Engineering & Design and Mr. Pablo Medeiros, the Applicant were in attendance.

Borough Engineer C. Niclaus went over his technical review #2 with some items to be addressed onto the plans and expressed that a “blanket easement” for stormwater appurtenances should be added and to be maintained. There was also a discussion to spread out the landscaping and to position it in different locations.

At this time Commissioner A. Harris moved to recommend Borough Council to accept the following waiver requests:

7. *Waiver from §187-56.G.2.f. to provide 2.5” caliper trees in lieu of the 4” caliper trees due to the difficulty to install large trees with the large caliper size and associated root-ball. The industry standard is 2.5”.*
8. *Partial Waiver is requested from §187-56.C(2)(f), to not provide the required 8 ft wide planting strip and the associated plantings, due to the nature of retrofitting the development within an existing shopping center.*
9. *Waiver is requested from §187-56.D, to not provide the required street trees. An existing non-conformity determination for the parking setback was provided by the Borough. Therefore, there is not enough space to plant the required trees. Furthermore, there are overhead wires along the project frontage restricting the placement of the street trees in the right of way.*
10. *Partial Waiver is requested from §187-56.F, to not provide all of the required trees in the front yard buffer. An existing non-conformity determination for the parking setback was provided by the Borough. Therefore, there is not enough space to plant the required trees. 6 canopy trees and 6 evergreen trees are required. 2 canopy trees and 5 evergreen trees are proposed. Additional shrubs have been provided over the requirement of this section.*

Vice Chair P. Bucco seconded. Motion carried unanimously.

At this time, it was noted that the Applicant omitted waiver request; **(5) §187-61, to not provide the recreation fee due to project scope**. This resulted in a renumbering of above waivers from (8-11) to (7-10).

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Commissioner R. Dorkoski voiced his concern regarding the traffic concerns that the Popeye's could cause within the plaza. The Applicant acknowledged the concern and had a brief discussion with the Borough Engineer to clarify which areas to address. The Applicant agreed to place better signage to facilitate traffic flow within the plaza circulating from the proposed Popeye's.

Commissioner A. Harris moved to recommend to Borough Council to accept the Popeye's Land Development Plan with conditional approval pending Borough Engineer's review and satisfaction of outstanding comments. Vice Chair P. Bucco seconded. Motion carried unanimously.

NEW BUSINESS – None

PRELIMINARY ANNOUNCEMENTS – Chairman M. Penn forgot to mention under preliminary announcements to welcome Commissioner Erin Melbert to the Planning Commission, noting that she is on the Park & Recreation Board as well.

PROJECT UPDATES – Zoning Officer A. Wilkinson noted that the Arya project has been partially submitted and they are hoping to make the submission date of May 25, 2022, to be placed on the June 15, 2022, Planning Commission meeting. She updated everyone on the following projects: Wawa, slow but moving ahead; Advance Auto is moving forward; Sparkle Car Wash had some minor issues, but it is moving along; and, Harbor Freight is working inside and proceeding forward with loading dock.

LIAISON REPORTS

Borough Council – Commissioner A. Harris stated that the Pine Hill Traffic Signal is moving forward. She noted that Borough Council is happy that the Planning Commission has two new members, ticketing ordinance being discussed; and, are reviewing the stormwater management issues in the Borough.

Zoning Hearing Board – No report.

PUBLIC PARTICIPATION – None

There being no public participation and no further business coming before the Planning Commission, Vice Chair P. Bucco moved to adjourn at 8:14 P.M. Commissioner A. Harris seconded. Motion carried unanimously.

Submitted by,

Diana Jackowski
Recording Secretary

BOROUGH OF MOUNT POCONO

1361 POCONO BOULEVARD, SUITE 100
MONROE COUNTY, PENNSYLVANIA

PLANNING COMMISSION SUBMISSION APPLICATION FORM

Name of Proposed Development: 1221 Pocono Blvd.

Proposed Number of lots: 1 Location/Street: Northside of Pine Hill Rd b/w
Pocono Blvd and Sterling Rd.

Pin #: ParID: 10.6.1.18 & 10.6.1.18-1

Applicant/Owner: Arya Village LLC

Address: 1571 Route 46, Parsippany, NJ 07054

Telephone: 732-768-4889 Fax #: _____

Email: rupal5678@gmail.com

Engineer/Contact: Christian B. Cobaugh

Address: 1 Glenn Terrace, Havertown, PA 19083

Telephone: 610-220-1982 Fax #: _____

Email: chris.cobaugh@gmail.com

Borough Application Fee: \$ 350.00 Date Fee Paid: 4/4/2022 CK #2120

Deposit (if applicable): \$ 2,500.00 Date Paid: 4/4/2022 CK #2119

Narrative of Project (attached sheet can be used): _____

1221 Pocono Blvd includes 2 parcels that collectively include 3.65 acres along the northside of Pine Hill Rd between Pocono Blvd (Sr0611) and Sterling Rd (Sr 0196). Existing improvements will be removed and replaced with a new 2-story 67'x380' building with 16 first-floor retail units and planned second floor office space. A surface parking lot with drive aisles, lighting and landscaping is included. The layout includes 173 - 10'x20' parking spaces. The perimeter is approximately 30' deep from the edge of pavement with low planting beds, swales, lawn and low bushes. Stormwater Management is primarily addressed with long, linear under-ground infiltration beds that consist of clean washed stone and perforated pipes for volume. The site includes three access points allowing for full traffic movements along Pine Hill Road and right-turn in and out locations along Sterling Road and Belmont Avenue.

RECEIVED

APR 05 2022

MT. POCONO BOROUGH



525 Main Street, Suite 200, Stroudsburg, PA 18360
272.200.2050 272.200.2051
barryisett.com

June 13, 2022
Project #313618.017

RECEIVED

JUN 13 2022

MT. POCONO BOROUGH

Planning Commission
Mount Pocono Borough
1361 Pocono Boulevard
Mount Pocono, PA 18344

Dear Planning Commission Members:

RE: 1221 POCONO BOULEVARD ARYA VILLAGE LLC LAND DEVELOPMENT PLAN
Mount Pocono Borough, Monroe County, Pennsylvania
Completeness Review

Materials Submitted for Review

1. Land Development Plan Set, sheets 1 - 7, dated 8/8/21, and revised sheets 1 – 15, dated 5/4/22, prepared by Christian Cobaugh, PE (CCPE).
2. Borough Submission application form stamped received 4/5/22.
3. Project description letter dated 3/31/22, prepared by ARYA Village, LLC (ARYA).
4. Borough submission checklist, mostly blank.
5. PC Stormwater Management report, dated March 2022, prepared by CCPE
6. NPDES Individual Permit application form, unsigned by Rupal Patel.
7. NPDES NOI Checklist.
8. DEP Chapter 102 Municipal and County notification forms, unsigned by Rupal Patel.
9. MCCD Fee Schedule (titled, but actually another copy of NPDES NOI).
10. Request for water and sewer services planning letter dated 6/3/22, by ARYA.
11. Letter of transmittal for Drainage Plan application fee, without application.

The project proposes a new 2-story 67' x 380' building with first floor retail units and second floor office space per the application, located on the south side of Pine Hill Road bordering the intersection of Route 196/ Sterling Road to the east and Route 611/ Pocono Boulevard to the west, bearing the parcel IDs 10.6.1.18 and 10.6.1.18-1. The applicant proposes to remove existing structures with new parking, lighting and landscaping improvements added to the building. The subject lots include 3.65 acres in area and are not differentiated on the overall plan. The lots are within the C-2 Commercial - General zoning district.

Based upon our review, the following comments are offered for the purpose of a completeness review by the Planning Commission:

Zoning Ordinance Review

1. Retail businesses and Office space are principal permitted uses. A principal permitted use with more than 40,000 square feet (sf.) of impervious area is a Special Exception Use in the

C-2 zone. A Special Exception application was not submitted with the LDP application. The total impervious surface is listed at 110,930 sf. A principal permitted use with more than 100,000 sf of impervious area is a Conditional Use. A Conditional Use application was not submitted with the LDP application.

2. The two tax map parcels are not shown on the plan, and it is not known if any proposed improvements are impacting more than one of the parcels and if they need to be combined.
3. Minimum lot area should be shown as 22,000 sf, side and rear yard setbacks are based on the height of the building per Attachment 2 (215) and should be revised on the drawings. Right-of-way (r.o.w.) information should be plotted accurately to check the net acreage of the lot. Setbacks should be taken from the r.o.w.
4. The lot acreage and dimensions cannot be checked as the plan has no survey or boundary information.
5. All new uses shall be required to obtain a Highway Occupancy Permit (HOP) from the Borough or PennDOT, as the case may be. In the case of a change in use or the expansion of an existing use, the Borough shall require the applicant to obtain a HOP or a revised HOP (215-22.H(3)). Sidewalk improvements in a PennDOT right-of-way also require permitting.
6. Landscaping and buffers will be required per SALDO Chapter 187 (215-35C).
7. The number of parking spaces required should be calculated per Attachment 4 (215). The proposed layout shows parking spaces for a different criterion.
8. Loading areas must be shown (215-22).
9. A Traffic Impact Study (TIS) is required for 50 trip ends peak hour or 500 trip ends per day (215-41). A TIS has not been submitted for review.
10. The fire department should be consulted on the suitability of circulation for the site, and the sizing of the fire truck. A truck turn plan should be provided.
11. The governing Ordinances can be found online at: <https://ecode360.com/MO2008-DIV-02>.

The above comments are informational only. The Zoning Officer shall be the jurisdictional entity on Zoning requirements.

Subdivision and Land Development Ordinance (SALDO)

1. Monroe County Planning Commission comments are necessary (187-24.H).
2. Highway Occupancy permits are necessary for all driveways (187-24.J).
3. A Site Context map should be added(187-29.C).
4. An Existing Resources and Site Analysis Plan has not been provided (187-30A).
5. A Final Resource Impact and Conservation Plan has not been provided (187-30B).
6. Plan and survey information has not been provided (187-30C.1.a,b,c, f, I, m and o).
7. Plan Items and notes have not been provided (187-30C.2.b, d and h).
8. General Plan notes have not been provided (187-30C.3.b, c and d).
9. Supporting documents and information have not been provided (187-30.D.3, 4, 5, 6, 7, 8 and 9).
10. A Maintenance Plan will be required (187-30.G).
11. Conservation Open Space and Resource Conservation should be addressed (187-45 & 46).
12. Clear sight triangles are required (187-48.P).

13. Driveways must conform to the standards of 187-48.Q).
14. Curbs and gutters may be required (187-48.W). The Planning Commission should discuss the need for curbs and gutters on the existing road frontages. The applicant should advise recommendations by PennDOT for the Route 611 and Route 196 intersections.
15. Driveways should meet cross drainage requirements (187-48.Z).
16. Monuments and Markers will be needed for missing lot corners (187-49).
17. Stormwater and Drainage Control has been provided (187-50). A NPDES permit will be required. The Drainage plan application has not been submitted but the fee has.
18. Soil Erosion and sedimentation controls have been provided (187-51). MCCD review and a determination of adequacy will be needed.
19. Water needs should be coordinated with the PAWC (187-52). I have not seen any correspondence or requests submitted.
20. Sewage needs should be coordinated with the MPMA (187-53). Correspondence has been received that this in progress.
21. The provision of sidewalks has been addressed.
22. Landscaping will be required per 187-56. A Landscape Plan has been submitted. It is requested that a Table of requirements versus proposed is added to the plan.
23. A recreation facility fee will be applicable for this project (187-61, Res #8 2017).
24. A stormwater and traffic signal maintenance agreement will be applicable for this project.

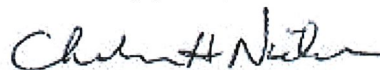
General Comments

1. Borough recommendation and approval blocks, an Owner's Statement, Professional's certification and MCPC review block are missing from the plan.
2. A comprehensive submittal was made for this project, and it could be considered complete if the above materials are provided. The above comments should be addressed before a technical review is commenced.

These comments are made with the understanding that all features are accurately displayed on the submitted plans and that they comply with all current laws, regulations and currently acceptable professional land surveying and engineering practices. This is not a comprehensive list under Completeness review and other comments may be added as review proceeds, additional information becomes available or should changes occur.

Please do not hesitate to contact me at our office (272-200-2012) if you should have any questions regarding this letter.

Sincerely yours,



Charles Niclaus, PE
Borough Engineer
Barry Isett & Associates, Inc.