



POCONO TOWNSHIP COMMISSIONERS
AGENDA

October 7, 2024 | 6:00 p.m.

112 Township Drive, Tannersville, PA

Dial-In Option: 646 558 8656

Meeting ID: 892 102 5946

Passcode: 18372

Zoom Link:

<https://us06web.zoom.us/j/8921025946?pwd=Q1VtaFVhVEpRWUvdIFrSHJ1cE1TdZ09>

Open Meeting

Pledge of Allegiance

Roll Call

Public Comment

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

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

Announcements

A work session was held prior to this meeting for the 2025 Budget.

Resolutions -

Resolution 2024-27 Motion to accept the application of the LSA County Grant in the amount of \$250,000 for flood mitigation and drainage on Laurel Lake Rd. **(Action Item)**

Resolution 2024-28 Motion to grant an extension of time to satisfy conditions of the plan approval of the Grossi Major Subdivision Plan (LDP# 1398) **(Action Item)**

Resolution 2024-29 Motion granting conditional approval of the lot consolidation plan for 2219 Light Court (Nelson) (LDP #1432) **(Action Item)**

Resolution 2024-30 Motion to appoint Regina Zuvich, Fiscal Administrator as Pocono Township Liaison for Berkheimer. **(Action Item)**

Resolution 2024-31 Motion to support the Pennsylvania commission for the United States Semi Quincentennial (Amerca250PA). **(Action Item)**

Consent Agenda

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

NEW BUSINESS

Commissioner Comments

Richard Wielebinski – President

- Motion to accept Trick-or-Treating hours for Thursday October 31st 5:00p.m. – 8:00 p.m. **(Possible Action Item)**
- Motion to proceed with Kimmel Bourgette for Architectural, Engineering & Project Management for the Police Wing of the former NCC building totaling \$159,500.00 to be invoiced monthly as construction proceeds. **(Possible Action Item)**
- Motion to build a speed table at or near 719 Cranberry Road, East Stroudsburg. **(Possible Action Item)**
- Motion to advertise Ordinance 2024-05 for the purposes of the Volunteer Special Tax Credit for a scheduled hearing date of 11/18/2024 **(Possible Action Item)**

Natasha Leap – Vice President

Ellen Gndt – Commissioner

- Update – SBA Cell Tower
- Update – Solar Field
- Update - Kennel
- Motion to accept the PTPD drone program as presented utilizing funds from PMVB 20K, to accept donation of 2 interior drones from Sanofi, 10K in community donations and police budget (\$1,913) & to purchase (1) DJI M30T for \$14,505.00 & (1) DJI Mavic 3 for \$16,913.98 authorizing the Township Manager to sign the MOU as approved by Labor Council. **(Possible Action Item)**

Mike Velardi – Commissioner

Brian Winot – Commissioner

- Motion to authorize the township manager to collaborate with the Pocono Mountain Economic Development Corporation (PMEDC) to develop a Local Economic Revitalization Tax Assistance (LERTA) district within our under-developed Residential Development (RD) and Commercial Districts. **(Possible Action Item)**

Reports

Zoning Report – (See Attached)

Police Report –

Township Manager's Report

- Update Emergency Management
- Update Green Light Go
- NCC Update
- Kenny's Way Update
- Pocono Township Zoning Amendments update - Natural Lands has requested an Invoice in the amount of \$5,000 for the grant funds to be released on this project to the township.
- Regional Zoning Update – Regional Comprehensive Plan
- Update – Old Learn Farm ribbon cutting ceremony October 24th

Public Works Report /Sewer Report

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

Events Coordinator

- Veterans Memorial Highway Flag currently accepting applications
- Pickleball Update
- Park Board Update
- October 19, 2024 Spooky Walk
- October 27, 2024 Trunk or Treat
- December 6, 2024 Tree Lighting
- Discussion about Rent.fun

Township Engineer Report

- Sewer Business Update
- Learn Road safety enhancement project and roundabout survey work
- TASA Project
- TLC walking bridge \$250,000 to recap dam & new walking bridge.

Township Solicitor Report

- Sewer Business Update
- Motion to advertise hearing for Knox Box Ordinance (**Possible Action Item**)
- Nuisance Ordinance Update
- General legal update
- Update – Archer Lane
- Learn Road Easement Process
- Zoning Hearing Board updates.
 - Dimensional Variance September 26th granted by ZHB

Public Comment

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

Adjournment

Plan Status Spreadsheet Attached

Appendix I – Authorized Official Resolution 2024-27

Be it RESOLVED, that the Township of, Pocono of Monroe County hereby request a Monroe County Local Share Assessment grant of \$250,000.00 from the Commonwealth Financing Authority to be used for Laurel Lake Rd, Flood & Drainage Project.

Be it FURTHER RESOLVED, that the Applicant does hereby designate Jerrod Belvin, Pocono Township Manager and Richard Wielebinski, President of the Board as the official(s) to execute all documents and agreements between the Township of, Pocono and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

I, Jerrod Belvin, duly qualified Secretary of the Township of, Pocono, Monroe County PA, hereby certify that the forgoing is a true and correct copy of a Resolution duly adopted by a majority vote of the Board of Commissioners at a regular meeting held 10/07/2024 and said Resolution has been recorded in the Minutes of the township of, Pocono and remains in effect as of this date.

IN WITNESS THEREOF, I affix my hand and attach the seal of the _____ (Applicant), this ____ day of ____, 20__.

Name of Applicant

County

Secretary

**TOWNSHIP OF POCONO
MONROE COUNTY, PENNSYLVANIA**

RESOLUTION NO. 2024 -28

**A RESOLUTION GRANTING AN EXTENSION OF TIME TO SATISFY
CONDITIONS OF THE PLAN APPROVAL OF THE GROSSI MAJOR
SUBDIVISION PLAN**

WHEREAS, the applicants, John Grossi, Nicholas Palermo and Pocono Max Properties, Inc., submitted a major subdivision plan application titled “Grossi Preliminary/Final Major Subdivision Plan” (the “Plan”).

WHEREAS, on November 6, 2023, the Pocono Township Board of Commissioners enacted Resolution No. 2023-30 which granted conditional preliminary/final plan approval of the Plan; and

WHEREAS, Resolution No. 2023-30 required that the applicant meet all conditions of the preliminary/final plan approval and record the Plan within twelve (12) months of the Conditional Preliminary/Final Plan approval, and if such conditions were not met, the Conditional Preliminary/Final Plan approval would be considered void; and

WHEREAS, the applicant was unable to satisfy the conditions of plan approval and record the Plan within twelve (12) months of the Conditional Preliminary/Final Plan approval, and is requesting that the Board of Commissioners grant an extension of time to comply with the requirements of Resolution No. 2023-30.

NOW THEREFORE BE IT HEREBY RESOLVED by the Board of Commissioners of Pocono Township, County of Monroe, and Commonwealth of Pennsylvania the applicants, John Grossi, Nicholas Palermo and Pocono Max Properties, Inc. shall have until November 6, 2025 to satisfy the conditions of preliminary/final plan approval and record the Plan as set forth in Resolution No. 2023-30. In the event the conditions are not met by November 6, 2025, the Conditional Preliminary/Final Plan approval shall be null and void.

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

ATTEST:

Township of Pocono
Board of Commissioners

By: _____
Print Name: Jerrod Belvin
Title: Township Manager

By: _____
Print Name: Richard Wielebinski
Title: President



HanoverEngineering

3355 Route 611 • Suite 1 • Bartonsville, PA 18321-7822

Phone: 570.688.9550 • HanoverEng.com

September 10, 2024

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

RE: Subdivision Approval Extension Request
Grossi Major Subdivision
Pocono Township LDP #1398
Pocono Township, Monroe County
Hanover Project PA-1183

Dear Board of Commissioners Members:

On November 6, 2023, the Board granted conditional approval of the Grossi Major Subdivision Plan by way of Resolution No. 2023-30. This conditional approval requires recordation of the plans once all conditions are met within twelve (12) months of conditional final plan approval. There are nine conditions, the first of which is the satisfaction of the remaining comments in the Township Engineer's review letter dated July 10, 2023.

Within the letter, the Township Engineer specifies that all outside agency approvals must be received in order to meet all conditions of approval and have the plans recorded. It is due to these outside agency approvals that we are requesting an extension of time for one year. We have made a new submission to PennDOT recently and are awaiting review comments for that permit. Additional permits are also required for the sewage planning module, wetland crossing and the NPDES permit, each of which are still outstanding and need to be addressed.

The developers are requesting an extension of one year to gain approvals from each of the outside agencies responsible for issuing the above-mentioned permits. Please place this on your agenda for your October 2024 meeting. Thank you for your consideration of this request. If you have any questions or need additional information, please contact the undersigned.

Respectfully,

HANOVER ENGINEERING

Salvatore J. Caiazzo, PE
Project Engineer

sjc/jfm

S:\Projects\Private\Pocono-Priv\PA-1183 Grossi Major Subdivision\Docs\2024-09-10-Resolution Extension Request.doc

TOWNSHIP OF POCONO, MONROE COUNTY, PENNSYLVANIA

RESOLUTION NO. 2024- 29

**A RESOLUTION GRANTING CONDITIONAL APPROVAL OF THE NELSON
LOT CONSOLIDATION PLAN**

WHEREAS, the applicants, Lewis Nelson and Susan Nelson, submitted a lot consolidation plan application titled “Lot Consolidation Plan 2219 Light Court” (the “Plan”). The Plan proposes to consolidate two existing parcels into one parcel having an area of 4.6055 acres. The existing parcels are identified as Monroe County Tax Parcel I.D.’s 12.5B.4.11 and 12.5B.4.10; and

WHEREAS, the Township Engineer has reviewed the Plan and offered comments in his letters dated August 5, 2024, September 16, 2024 and September 23, 2024; and

WHEREAS, the Pocono Township Board of Commissioners desire to grant the conditional approval of the Plan, subject to the following.

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

That the “Lot Consolidation Plan 2219 Light Court” as shown on the lot consolidation plan prepared by Hanover Engineering, dated June 20, 2024, as revised, be hereby approved with the following conditions and provided the plan is revised as follows, subject to the review and approval of the Township Engineer and/or Township Solicitor:

1. The applicants shall comply with all of the conditions and requirements identified in the Township Engineer’s letters dated August 5, 2024, September 16, 2024 and September 23, 2024.
2. The applicants shall provide the Township with a copy of the proposed deed of consolidation, which deed shall be recorded concurrently with the Plan.
3. The applicants shall pay all necessary fees associated with the Plan, including but not limited to any outstanding plan account charges and all professional services fees, prior to the recording of the Plan.
4. The applicants shall obtain all required permits and approvals from other governmental agencies prior to presenting the Plan for signatures.
5. The applicants shall provide the requisite number of plans which are signed and notarized by the owner and sealed by the engineer.
6. The applicants shall meet all conditions of the final plan approval, and Plan shall be recorded within twelve (12) months of Conditional final plan approval, and agrees that if such

conditions are not met, the Conditional final plan approval will be considered void.

7. The applicants 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 _____, 2024.

ATTEST:

Township of Pocono
Board of Commissioners

By: _____
Print Name: Jerrod Belvin
Title: Township Manager

By: _____
Print Name: Richard Wielebinski
Title: President



YOUR GOALS. OUR MISSION.

Res.

2024-29

September 23, 2024

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

**SUBJECT: NELSON LOT CONSOLIDATION – 2219 LIGHT COURT
LOT COMBINATION PLAN REVIEW NO. 3
POCONO TOWNSHIP, MONROE COUNTY, PENNSYLVANIA
POCONO TOWNSHIP LDP NO. 1432, T&M PROJECT NO. POCO-R0880**

Dear Commissioners:

Pursuant to the Township's request, we have performed our third review of the above referenced project. The submitted information consists of the following items.

- Comment response letter prepared by Hanover Engineering dated September 2, 2024.
- Property Description Consolidation prepared by Hanover Engineering dated July 15, 2024.
- Lot Closure Report.
- Plan entitled "Lot Consolidation Plan 2219 Light Court", prepared by Hanover Engineering, dated June 20, 2024, last revised September 18, 2024.

BACKGROUND INFORMATION

The Applicant is proposing to combine two (2) existing properties located at the northern end of Light Court.

Existing Lot 20 (Parcel ID No. 12.5B.4.11.), owned by the applicants, has an area of 4.085 acres and is located within the R-1, Low Density Residential Zoning District. It currently contains an existing stone driveway.

Existing Lot 21 (Parcel ID No. 12.5B.4.10.), owned by the applicants, has an area of 5.808 acres and is located within the R-1, Low Density Residential Zoning District. It currently contains an existing house, well, sand mound, propane tank and part of a stone driveway.

The minimum lot area required within the R-1; Low Density Residential Zoning District is two (2) acres. No development is proposed.

Based upon our review of the above information and our previous review letter dated September 16, 2024, we find that all previous comments have been satisfactorily addressed.



If you should have any questions, please call me.

Sincerely,

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

JST/arm

cc: Jerrod Belvin – Township Manager
Lindsay Scerbo – Township Zoning Officer
Leo DeVito, Esq. – Township Solicitor
Lisa Pereira, Esq. – Broughal & DeVito, LLP
Kerry T. Hahn, P.L.S. – Hanover Engineering
Lewis & Susan Nelson – Owner/Applicant
Amy R. Montgomery, P.E. – T&M Associates
Melissa E. Hutchison, P.E. – T&M Associates

PROPERTY DESCRIPTION CONSOLIDATION
LANDS N/F LEWIS & SUSAN NELSON
TAX PARCELS 12.5B.4.10 AND 12.5B.4.11

ALL THAT CERTAIN tract or parcel of land situated in Pocono Township, Monroe County, Commonwealth of Pennsylvania known as Tax Parcels 12.5B.4.10 and 12.5B.4.11 as shown on plan prepared by Hanover Engineering entitled "Lot Consolidation Plan 2219 Light Court dated June 20, 2024 and last revised September 18, 2024 is further described as follows, to wit:

BEGINNING at a found iron pin in line with the right-of-way of Light Court (40foot ROW) and lands now or formerly Nicholas Losco (DBV 2552, PG 1220; Tax Parcel 12.5B.4.12); thence

Along said lands of Losco, North 84°25'27" West, 419.58 feet to a found iron pin in line with lands of Kenneth Worley and Mary Winkler-Worley (DBV 2639, PG 9755; Tax Parcel 12.5B.4.1, thence

Along said lands of Worley and Worley-Winkler the following two (2) courses,

1. North 35°42'21" West, 460.00 feet to a found iron pin, thence
2. North 29°20'53" West, 120.34 feet to a found iron pin in line with the southern right-of-way of Sunshade Lane (40foot ROW), thence

Along said right-of-way, North 57°28'04" East, 82.90 feet to a found iron pin in line with lands now or formerly Ali Fallahnejad (DBV 2587, PG 3297; Tax Parcel 12.5A.1.143) , thence

Along said lands of Fallahnejad the following two(2) courses

1. North 59°02'56" East 82.16 feet to a found iron pin, thence
2. North 59°02'56" East, 590.00 feet to a found iron pipe in line with lands now or formerly Lewis Nelson IV and Susan Nelson (DBV 2208, PG 9801; Tax Parcel 12.5B.4.9), thence

Along said lands of Nelson, South 09°13'25" East, 876.30 feet to a found iron pin in line with said right-of-way of Light Court, thence

Along said right-of-way along a curve to the left having a central angle 75°11'58", a radius of 50.00 feet, a chord bearing of South 43°10'33" West, a chord distance of 61.04 feet, an arc length of 65.62 feet to a point the **POINT OF BEGINNING**.

CONTAINING 9.89 Ac. or 430,808 square feet of land.

Mapcheck 4: 5160 COMBINED REVISED

Closure Summary

Precision, 1 part in: 115082.619'

Error distance: 0.023'

Error direction: N31° 07' 26"E

Area: 431845.66 Sq. Ft.

Square area: 431845.658

Perimeter: 2696.890'

Point of Beginning

Easting: 2643629.6340'

Northing: 344169.9313'

Side 1: Curve

Curve direction: Clockwise

Radius: [49.997']

Arc length: 65.620'

Delta angle: 75.1158 (dms)

Tangent: [38.502']

Chord direction: S43° 10' 33"W

Chord angle: [43.1033 (dms)]

Deflection angle: [-136.4927 (dms)]

Chord distance: 61.010'

Easting: 2643587.8885'

Northing: 344125.4393'

Side 2: Line

Direction: N84° 25' 27"W

Angle: [-165.1159 (dms)]

Deflection angle: [14.4801 (dms)]

Distance: 419.580'

Easting: 2643170.2938'

Northing: 344166.2070'

Side 3: Line

Direction: N35° 42' 21"W

Angle: [-131.1654 (dms)]

Deflection angle: [48.4306 (dms)]

Distance: 460.000'

Easting: 2642901.8268'

Northing: 344539.7381'

Side 4: Line

Direction: N29° 20' 53"W

Angle: [-173.3832 (dms)]

Deflection angle: [6.2128 (dms)]

Distance: 120.340'

Easting: 2642842.8465'

Northing: 344644.6335'

Side 5: Line

Direction: N57° 28' 04"E

Angle: [-93.1103 (dms)]

Deflection angle: [86.4857 (dms)]

Distance: 82.900'

Easting: 2642912.7386'

Northing: 344689.2149'

Side 6: Line

Direction: N59° 02' 56"E

Angle: [-178.2508 (dms)]

Deflection angle: [1.3452 (dms)]

Distance: 82.160'

Easting: 2642983.1996'

Northing: 344731.4703'

Side 7: Line

Direction: N59° 02' 56"E

Angle: [180.0000 (dms)]

Deflection angle: [0.0000 (dms)]

Distance: 590.000'

Easting: 2643489.1874'

Northing: 345034.9112'

Side 8: Line

Direction: S9° 13' 25"E

Angle: [-68.1621 (dms)]

Deflection angle: [111.4339 (dms)]

Distance: 876.300'

Easting: 2643629.6461'

Northing: 344169.9513'

RESOLUTION 2024-30

A RESOLUTION OF THE GOVERNING BOARD OF Pocono Township,
Monroe COUNTY, PENNSYLVANIA, AUTHORIZING, EMPOWERING AND
DIRECTING THE PROPER OFFICERS OF THE GOVERNING BOARD TO APPOINT A
LIAISON BETWEEN IT AND BERKHEIMER, THE DULY APPOINTED COLLECTOR OF
LOCAL TAXES FOR THE DISTRICT, FOR THE EXPRESS PURPOSE OF SHARING
CONFIDENTIAL TAX INFORMATION WITH THE DISTRICT FOR OFFICIAL PURPOSES.

WHEREAS, Act No. 511 of the 1965 General Assembly of the Commonwealth of Pennsylvania (53 P.S. §6901 et seq.), enacted December 31, 1965, and effective January 1, 1966, authorizes certain political subdivisions, including Pocono Township, Monroe COUNTY, to provide for the creation of such bureaus or the appointment and compensation of such officers, clerks, collectors and other assistants and employees as may be deemed necessary for the assessment and collection of taxes imposed under the authority of that Act; and

WHEREAS, Pocono Township, Monroe COUNTY, has entered into contractual agreement with **BERKHEIMER** of Bangor, Pennsylvania, whereby and whereunder Pocono Township appointed Berkheimer to collect certain local taxes; and

WHEREAS, said Act 511 specifically mandates that any information gained by the appointed tax officer, his agents or by any other official or agent of the taxing district, as a result of any declarations, returns, investigations, hearings or verifications required or authorized by the taxing municipality's ordinance or resolution, be kept confidential, except for official purposes; and

WHEREAS, any person who divulges any information which is confidential under the provisions of any ordinance or resolution, upon conviction may be subject to fines and/or imprisonment, upon conviction, and dismissal from office or discharge from employment; and

WHEREAS, Berkheimer requires passage of a resolution by the governing body of Pocono Township, Monroe COUNTY specifying that said confidential information is needed for official purposes and absolving Berkheimer from any liability in connection with the release of said confidential information;

NOW, THEREFORE, BE IT RESOLVED that:

1. Pocono Township, Monroe COUNTY hereby appoints
Fiscal Administrator (Job Title) as its authorized representative to make
requests upon and receive any and all tax information and records from Berkheimer, relative to the
collection of taxes for Pocono Township, as desired and deemed necessary by
Pocono Township, to be used for official purposes only; and

2. Berkheimer is hereby directed to provide and/or transmit any and all tax information and
records, or any portion thereof, relating to the collection of taxes for the Pocono Township, upon
request, to Fiscal Administrator (Job Title) as the authorized contact
representative for it.

3. Pocono Township, Monroe COUNTY hereby saves harmless,
indemnifies and/or absolves Berkheimer from and against any and all liability in connection with the release
of said confidential information.

RESOLVED, ENACTED AND ADOPTED at a meeting held on the 7 day of
October, 2024.

BY: _____

ATTEST:

RESOLUTION 2024-31

A RESOLUTION OF THE TOWNSHIP OF POCONO, COMMONWEALTH OF PENNSYLVANIA, SUPPORTING THE PENNSYLVANIA COMMISSION FOR THE UNITED STATES SEMIQUINCENTENNIAL (AMERICA250PA)

WHEREAS, the Pennsylvania legislature and the Governor created AMERICA250PA in 2018 to plan, encourage, develop and coordinate the commemoration of the 250th anniversary of the United States and Pennsylvania's integral role in that event and the role of its people on the nation's past, present and future; and

WHEREAS, AMERICA250PA hopes to engage ALL Pennsylvanians and ALL 67 counties through their many signature and officially recognized programs, projects and events over the next several years by inspiring future leaders and celebrating all Pennsylvanians contributions to the nation over the last 250 years; and

WHEREAS, by adoption of AMERICA250PA' s four pillars of EPIC, we hope to educate, preserve, innovate, and celebrate.

NOW, THEREFORE, BE IT RESOLVED, AND IT HEREBY RESOLVED, that the Township of Pocono, hereby endorses AMERICA250PA and their mission to educate, preserve, innovate and celebrate EVERY Pennsylvanian in EVERY county; and

IT IS FURTHER RESOLVED that a copy of this resolution be sent to the Monroe County legislative delegation and AMERICA250PA Commission.

ADOPTED by the Township of Pocono of the County of Monroe, the Commonwealth of Pennsylvania, this

_____ day of _____, 202_.

ATTEST: _____

TOWNSHIP OF POCONO, MONROE COUNTY, PENNSYLVANIA

RESOLUTION NO. 2024-32

**A RESOLUTION GRANTING CONDITIONAL APPROVAL OF THE
FOUNTAIN COURT LOT LINE ADJUSTMENT PLAN**

WHEREAS, the applicant, Genesis International Realty LLC, submitted a lot line adjustment plan application titled “Lot Line Adjustment Plan for Lands of Genesis International Realty LLC” (the “Plan”). The Plan proposes to consolidate two existing parcels into one parcel having an area of 4.6055 acres. The existing parcels are identified as Monroe County Tax Parcel I.D.’s 12.9.1.20 and 12.9.1.20-1; and

WHEREAS, the Township Engineer has reviewed the Plan and offered comments in his letters dated July 2, 2024 and September 25, 2024; and

WHEREAS, the Pocono Township Board of Commissioners desire to grant the conditional approval of the Plan, subject to the following.

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

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

SALDO Section 390-49.A.(4) – “Monuments shall be set at all outbound locations where permanent monuments did not exist at the time of the perimeter survey unless site conditions preclude the installation and the missing monument shall be noted on the final plan. Existing monuments shall not be removed.” *Per the revised plan, there are two (2) additional locations where monuments are required to be set. Applicant shall be permitted to install iron pins at these two (2) locations in lieu of concrete monuments due to the existing pavement in the area.*

That the “Lot Line Adjustment Plan for Lands of Genesis International Realty LLC” as shown on the lot consolidation plan prepared by Keystone Consulting Engineers, dated April 23, 2024, as revised, be hereby approved with the following conditions and provided the plan is revised as follows, subject to the review and approval of the Township Engineer and/or Township Solicitor:

1. The applicant shall comply with all of the conditions and requirements identified in the Township Engineer’s letters dated July 2, 2024 and September 25, 2024.
2. The applicant shall provide the Township with a copy of the proposed deed of consolidation, which deed shall be recorded concurrently with the Plan.
3. The applicant shall pay all necessary fees associated with the Plan, including but not limited to

any outstanding plan account charges and all professional services fees, prior to the recording of the Plan.

4. The applicant shall obtain all required permits and approvals from other governmental agencies prior to presenting the Plan for signatures.
5. The applicant shall provide the requisite number of plans which are signed and notarized by the owner and sealed by the engineer.
6. The applicant shall meet all conditions of the final plan approval, and Plan shall be recorded within twelve (12) months of Conditional final plan approval, and agrees that if such conditions are not met, the Conditional final plan approval will be considered void.
7. 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 _____, 2024.

ATTEST:

Township of Pocono
Board of Commissioners

By: _____
Print Name: Jerrod Belvin
Title: Township Manager

By: _____
Print Name: Richard Wielebinski
Title: President



YOUR GOALS. OUR MISSION.

September 25, 2024

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

**SUBJECT: FOUNTAIN COURT – 3180 ROUTE 611
LOT LINE ADJUSTMENT PLAN REVIEW NO. 2
POCONO TOWNSHIP, MONROE COUNTY, PENNSYLVANIA
POCONO TOWNSHIP LDP NO. 1429, T&M PROJECT NO. POCO-R0780**

Dear Commissioners:

Pursuant to the Township's request, we have performed our second review of the above referenced project. The submitted information consists of the following items.

- Response letter from Keystone Consulting Engineers dated September 18, 2024.
- Request for Modification.
- Deed for PINs 12.9.1.20 and 12.9.1.20-1.
- Legal Description dated September 25, 2024.
- Lot Closure dated July 10.
- Plan entitled "Lot Line Adjustment Plan for Lands of Genesis International Realty LLC", prepared by Keystone Consulting Engineers, dated April 23, 2024, last revised September 25, 2024.

BACKGROUND INFORMATION

The Applicant is proposing to combine two (2) existing properties located on the western side SR0611. Existing Lot 1 (Parcel ID No. 12.9.1.20), owned by the applicant, has an area of 4.3480 acres and is located within the C, Commercial Zoning District.

Existing Lot 2 (Parcel ID No. 12.9.1.20-1), owned by the applicant, has an area of 0.2575 acres and is located within the C, Commercial Zoning District.

The proposed lot combination will create a new lot having an area of 4.6055 acres. No development is proposed.

Based upon our review of the above information, and our previous review letter dated July 2, 2024, we offer the following comments and/or recommendations for your consideration.



ZONING ORDINANCE COMMENTS

1. Previous Comment satisfied.

SUBDIVISION AND LAND DEVELOPMENT ORDINANCE COMMENTS

- 2.-8. Previous Comments satisfied.
9. Per Section 390-49.A.(4), “Monuments shall be set at all outbound locations where permanent monuments did not exist at the time of the perimeter survey unless site conditions preclude the installation and the missing monument shall be noted on the final plan. Existing monuments shall not be removed.” *Three (3) monuments are required to be set along the outbound of the proposed combined lot. (Previous Comment 9) Per the revised plan, there are two (2) additional locations where monuments must be set. The applicant has requested a partial waiver to permit these two (2) locations to have iron pins in lieu of the concrete monuments due to the existing pavement in the area. We support the use of the iron pins (or railroad spikes) in these paved locations.*

MISCELLANEOUS COMMENTS

- 10.-14. Previous Comments satisfied.

If you should have any questions, please call me.

Sincerely,

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

JST/arm

cc: Jerrod Belvin – Township Manager
Lindsay Scerbo – Township Zoning Officer
Leo DeVito, Esq. – Township Solicitor
Lisa Pereira, Esq. – Broughal & DeVito, LLP
Douglas Harwick, P.L.S. – Keystone Consulting Engineers, Inc., Applicant’s Surveyor
Genesis International Realty LLC – Owner/Applicant
Amy R. Montgomery, P.E. – T&M Associates
Melissa E. Hutchison, P.E. – T&M Associates

**Pocono Township Board of Commissioners
Regular Meeting Minutes
September 16, 2024 | 6:00 p.m.**

The regular meeting of the Pocono Township Board of Commissioners was held on September 16, 2024 and was opened by President Richard Wielebinski at 6:11 p.m. followed by the Pledge of Allegiance.

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

In Attendance: Patrick Briegel, Public Works Director; Leo DeVito, Township Solicitor; Jon Tressler, Engineer; Jennifer Gambino, Events Coordinator; Jerrod Belvin, Township Manager, Mike Gabel, Sewer Engineer, James Wagner, Chief of Police, Shawn McGlynn, SFM Consulting, Amber Salazar, Zoning Admin.

Public Comment

Cheryl Parks (Resident) – Ongoing Kennel and Deed Concerns and impact on her property.

Dee Ackerman (Resident) – Expressed her gratitude to Paola Razzaq on her departure from the township as the Financial Administrator along with complementing the hiring of Regina Zuvich.

Announcements

Executive session was held 9/16/24 for personnel issues, land transfer, and litigation.

Hearings

R. Wielebinski made a motion, seconded by B. Winot, to open the hearing for Pocono Places, LLC, regarding the township code enforcement service for violation of the grading ordinance. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by M. Velardi, to continue the hearing to November 18, 2024 at 6 P.M. for Pocono Places LLC. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by B. Winot, to close the hearing. All in favor. Motion carried.

Presentations

Planning Commission Interviews-

Jordan Merring
Jane King

R. Wielebinski made a motion, seconded by B. Winot, to appoint Jordan Merring as an alternate to the Pocono Township Planning Commission. All in favor. Motion carried.

Resolutions

R. Wielebinski made a motion, seconded by E. Gndt, to approve Resolution 2024-24 Granting Conditional Approval of the Sanofi Building 57 Addition Plan. (LDP# 1430) All in favor. Motion carried.

R. Wielebinski made a motion, seconded by B. Winot, to approve Resolution 2024-25 Granting Conditional Approval of the Lot Consolidation Plan of Iroquois Ridge. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by B. Winot, consenting to the BCRA to enter into grant agreements for community project funding. All in favor. Motion carried.

Consent Agenda

- Old business consisting of the minutes of the September 3, 2024 meeting.
- Financial transactions through September 11, 2024 as presented, including ratification of general fund expenditures, sewer operating expenditures and gross payroll, vouchers payable, sewer operating expenditures, construction fund expenditures, and capital reserve expenditures totaling \$488,104.25.

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

NEW BUSINESS –

Commissioner Comments

Richard Wielebinski – President

- R. Wielebinski made a motion, seconded by M. Velardi, to purchase (2) Welcome to Pocono Township signs from Bartush Signs (Costars Vendor) for a total of \$15,111.60 Utilizing Park Capital Funding. All in favor. Motion carried.
- R. Wielebinski made a motion, seconded by B. Winot, to approve the following individuals as signatories for Citizens Bank, ESSA Bank & Trust, PLGIT Trust, First Northern Bank & Trust, Wayne Bank, and First Keystone Bank; Jerrod Belvin, Township Manager; Richard Wielebinski, President; Natasha Leap, Vice President; Michael Velardi, Commissioner; Ellen Gndt, Commissioner; Brian Winot, Commissioner; Frank Cefali, Treasurer. All in favor. Motion carried.
- R. Wielebinski made a motion, seconded by M. Velardi, to reimburse Pocono Township Volunteer Fire Company \$1,720.00 for the Porta-Potties as a donation to the Carnival Fund. All in favor. Motion carried.
- R. Wielebinski made a motion, seconded by E. Gndt, to issue temporary sign permit to Desaki for the fire show temporary sign and waive the permit fee. All in favor. Motion carried.
- R. Wielebinski made a motion, seconded by B. Winot, to ratify allocation of Fall Cleanup Money to demolition of NCC site prep. All in favor. Motion carried.

Natasha Leap – Vice President

Ellen Gndt – Commissioner

- Update – SBA Cell Tower – No new updates.
- Update – Solar Field – They received a blasting permit from the DEP.
- Update – Kennel – a different neighbor in the area had an issue with one of their dogs not involving the Kennel.
- Police are working with the Union to produce an agreement for the PTPD drone program as presented utilizing funds from PMVB, donations from Sanofi and police budget. MOU should be coming in for review and approval.

Mike Velardi – Commissioner

- Suggested a town wide yard sale for discussion.

Brian Winot – Commissioner

- Enquired about the status of the property maintenance ordinance amendment.

Reports

Zoning Report was in the agenda packet

Police Report

Manager Report –

- Update Emergency Management – No new updates
- Update Green Light Go – The Modems have come in; we are still waiting on the antennas for the hoods.
- NCC Update- we are waiting for the architect feedback and price breakdown.
- Kenny's Way- we are working on pricing for the boiler and winterization. We are currently working on a Grant for restoration of the front deck through DCNR. Submission will be in April.
- Update – Old Learn Farm ribbon cutting will be October 25th at 11:00 a.m.
- B. Winot made a motion, seconded by R. Wielebinski, to authorize the purchase of Ubiquiti Networking Equipment (Server, backup WAN, modems, Cameras, POE & Non-POE network switches) for admin to replace damaged network systems in NCC Admin. Wing in the amount of \$10,063.00. Discussion was had. All in favor. Motion carried.
- County LSA Grant – Board input was requested on where they would like to focus. They have decided on the Laurel Lake Road drainage issue.

Public Works

- MCTI Sewer Connection – working with sewer engineer, Mike Gable, on MCTI's requested connection to the sanitary sewer line. A sketch plan had been shared with the board via email. 6 Easements will be needed for the pipe.
- Pump Station 5 Bioxide tank is almost complete.
- Line striping was done on the paved roads and will be completed on the Chip Seal/Fog seal roads within the next week.
- The road crew repaired a large sink hole on Birchwood Dr.
- Looking to consolidate the entrance to both Kenny's way and TLC.
- Mountain View park pickleball, basketball courts have been coated and painted. Basketball stations will be installed next and then they will be open for service.
- E. Gndt asked about the status of the liens on sewer delinquencies.

Events

Upcoming events:

- September 7-Stargazing at Mountain View Park
- September 14-Movie at the park-NEWLY ADDED
- September 20-22 Food Truck Festival
- Spooky walk at MVP
- Trunk or Treat
- Tree Lighting at TLC Park
- Veterans Memorial Highway Flag currently accepting applications
- Pickleball court reservations are coming in.
- Park board conversations are ongoing.

Township Engineer Report

- Learn Road Roundabout
- TASA project – Plans under review with PennDOT and we are still waiting on comments back.
- Sewer Business
- Engineering is currently looking at the Stadden Road Bridge along with the pedestrian bridge at TLC park.

Township Solicitor Report

- Sewer Business update - none

- Volunteer tax abatement – R. Wielebinski made a motion, seconded by M. Velardi, to advertise for a hearing for volunteer special tax credit. in-depth discussion was had between the commissioners and solicitor. R. Wielebinski made a motion, seconded by B. Winot, to table his motion to advertise for a hearing for volunteer special tax credit. All in favor. Motion carried.
- Nuisance Ordinance update: Pocono Township is currently not in a strong legal position to start regulating firearms use at this time.
- General Legal update – nothing new
- Archer Lane update – Pocono Township has filed suit.
- Learn Road Easement process – Agreements are in place waiting for some slightly revised plans then closings will be scheduled.
- Zoning Hearing Board updates.

519 Post Hill Rd. Dimensional Variance September 26, 2024

Public Comment

Karen Doleiden (Resident) – There was a dog attack at her house (Not from the Kennel) regarding a neighbors dog. The police were called.

Adjournment – R. Wielebinski made a motion, seconded by M. Velardi, to adjourn the meeting at 8:28 p.m. All in favor. Motion carried.

POCONO TOWNSHIP

Monday October 7, 2024

SUMMARY

Ratify

General Fund	\$	6,508.08
Payroll	\$	302,363.46
Sewer Operating	\$	759.20
Sewer Construction	\$	-
Capital Reserve	\$	75,000.00

Bill List

TOTAL General Fund	\$	511,814.03
TOTAL Sewer <u>OPERATING</u> Fund	\$	138,578.46
TOTAL Sewer <u>CONSTRUCTION</u> Fund	\$	40,870.33
TOTAL Capital Reserve Fund	\$	317,384.37
Liquid Fuels	\$	440,138.33
TOTAL EXPENDITURES	\$	1,448,785.52

Fire Tax Disbursement	\$	2,609.84
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Budget Adjustments

General Fund	\$	6,500.00
Capital Reserve		
Liquid Fuels		
Sewer Operating	\$	13,500.00

<u>Budget Appropriations</u>	\$	20,000.00
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Budgetary Interfund Transfer

\$ -

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

TOTAL CAP. RESERVE	\$	-
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ARPA FUNDS TO GENERAL FUND

TOTAL GEN FUND	\$	-
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Total ARPA Transfers	\$	-
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Notes:

POCONO TOWNSHIP CHECK LISTING
RATIFY
Monday October 7, 2024

General Fund

Date	TYPE	Vendor	Memo	Amount
	ACH		PAYROLL ENDING 9/20/2024	\$ 158,780.21
	ACH		PAYROLL ENDING 10/4/2024	\$ 143,583.25
			TOTAL PAYROLL	\$ 302,363.46

General Expenditures

Date	Check	Vendor	Memo	Amount
9/20/2024	1649	BLUE RIDGE COMMUNICATIONS	New Building Utilities & Maint.	\$ 54.95
9/19/2024	1620	ELAN FINANCIAL SERVICES	Communications	\$ 262.50
9/19/2024	1620	ELAN FINANCIAL SERVICES	Communications	\$ 735.63
9/19/2024	1620	ELAN FINANCIAL SERVICES	Travel/Lodging	\$ 70.00
09/20/2024	1650.00	District Court 43-3-03	Plan & Zoning Legal pr 135 Buck Fever Tr Civil	\$ 40.00
9/19/2024	1605	Villani Rental Company	Community Events	\$ 2,000.00
9/19/2024	1626	JP Lilley Inc	Community Events	\$ 2,445.00
9/19/2024	1625	John G Roberts	Community Events	\$ 300.00
9/24/2024	1651	Keith Naylor	Community Events	\$ 600.00

TOTAL General Fund Bills \$ 6,508.08

Sewer Operating Fund

Date	Check	Vendor	Memo	Amount
9/24/2024	1152	MET-ED	Pump Station 4 Electric	\$ 406.52
9/16/2024	1151	BLUE RIDGE COMMUNICATIONS	Pump Station 3 Phone	\$ 65.69
9/20/2024	1151	BLUE RIDGE COMMUNICATIONS	Pump Station 4 Phone	\$ 65.69
9/20/2024	1151	BLUE RIDGE COMMUNICATIONS	Pump Station 3 Phone	\$ 65.69
9/16/2024	1149	VERIZON WIRELESS	Verizon - Sewer SCADA System	\$ 35.58
9/18/2024	1150	VERIZON WIRELESS	Verizon Wireless - Sewer Modems	\$ 120.03
			\$ 759.20	

Sewer Construction Fund

Date	Check	Vendor	Memo	Amount
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TOTAL Sewer Construction Fund \$ -

Capital Reserve Fund

Date	Check	Vendor	Memo	Amount
9/25/2024	1050	KEYSTONE SEALCOATING OF NEPA	Park Capital Comprehensive	\$ 75,000.00

TOTAL Capital Reserve Fund \$ 75,000.00

TOTAL General Fund	\$	308,871.54
TOTAL Sewer Operating	\$	759.20
TOTAL Sewer Construction	\$	-
Total Capital Reserve	\$	75,000.00
	\$	384,630.74

Authorized by: _____
Transferred by: _____

POCONO TOWNSHIP CHECK LISTING

Monday October 7, 2024

General Fund

Date	Check	Vendor	Memo	Amount
10/1/2024	1688	ADP, INC	Contracted Services	\$ 767.64
9/19/2024	1607	ALTRONICS, INC.	Contracted Services	\$ 384.00
9/30/2024	1652	AMERICAN UNITED LIFE INSURANCE	Life & Disability Insurance	\$ (48.91)
9/30/2024	1652	AMERICAN UNITED LIFE INSURANCE	Life & Disability Insurance	\$ 214.30
9/30/2024	1652	AMERICAN UNITED LIFE INSURANCE	Life & Disability Insurance	\$ 1,825.24
9/30/2024	1652	AMERICAN UNITED LIFE INSURANCE	Life & Disability Insurance	\$ 645.80
10/1/2024	1686	ANGLEMYER, AARON	Uniform Allowance	\$ 94.96
10/1/2024	1686	ANGLEMYER, AARON	Travel/Lodging	\$ 184.51
9/19/2024	1609	ARGS TECHNOLOGY, LLC	IT/Contracted Services	\$ 1,906.50
9/19/2024	1609	ARGS TECHNOLOGY, LLC	IT/Contracted Services	\$ 2,448.50
9/30/2024	1653	ASPEN PEST SERVICES, LLC	Maint & Repair Bldg	\$ 220.00
9/19/2024	1610	AUTO PARTS OF TANNERSVILLE, IN	Maint. & Supp.	\$ 26.98
9/19/2024	1610	AUTO PARTS OF TANNERSVILLE, IN	Maint. & Supp.	\$ 33.18
9/19/2024	1610	AUTO PARTS OF TANNERSVILLE, IN	Maint. & Supp.	\$ 111.31
9/19/2024	1610	AUTO PARTS OF TANNERSVILLE, IN	Maint. & Supp.	\$ 45.69
9/19/2024	1610	AUTO PARTS OF TANNERSVILLE, IN	Maint. & Supp.	\$ 27.21
10/1/2024	1687	AXON ENTERPRISE, INC.	Meetings & Training	\$ 495.00
10/1/2024	1687	AXON ENTERPRISE, INC.	Meetings & Training	\$ 495.00
9/30/2024	1654	BAGLEY, ALEX	Uniform Allowance	\$ 111.98
9/19/2024	1611	BARTHOLOMEW, MITCHELL O	Uniform Allowance	\$ 200.00
9/19/2024	1611	BARTHOLOMEW, MITCHELL O	Safety Gear	\$ 139.00
9/30/2024	1655	BARTHOLOMEW, MITCHELL O	Safety Gear	\$ 111.00
10/1/2024	1690	BEST AUTO SERVICE CENTER	Vehicle Maintenance	\$ 39.98
10/1/2024	1690	BEST AUTO SERVICE CENTER	Vehicle Maintenance	\$ 300.89
10/1/2024	1690	BEST AUTO SERVICE CENTER	Vehicle Maintenance	\$ 27.50
10/1/2024	1690	BEST AUTO SERVICE CENTER	Vehicle Maintenance	\$ 4,729.64
10/1/2024	1690	BEST AUTO SERVICE CENTER	Vehicle Maintenance	\$ 135.04
10/1/2024	1690	BEST AUTO SERVICE CENTER	Vehicle Maintenance	\$ 30.00

10/1/2024	1690	BEST AUTO SERVICE CENTER	Vehicle Maintenance	\$	613.42
10/1/2024	1690	BEST AUTO SERVICE CENTER	Vehicle Maintenance	\$	688.62
10/1/2024	1690	BEST AUTO SERVICE CENTER	Vehicle Maintenance	\$	70.39
10/1/2024	1690	BEST AUTO SERVICE CENTER	Vehicle Maintenance	\$	70.39
10/1/2024	1690	BEST AUTO SERVICE CENTER	Vehicle Maintenance	\$	215.22
10/1/2024	1690	BEST AUTO SERVICE CENTER	Vehicle Maintenance	\$	70.39
10/1/2024	1692	BLUE RIDGE COMMUNICATIONS	Communications	\$	54.95
9/19/2024	1612	BLUE RIDGE LUMBER	New Building Utilities & Maint.	\$	69.13
9/19/2024	1612	BLUE RIDGE LUMBER	New Building Utilities & Maint.	\$	69.27
9/30/2024	1656	BLUE RIDGE LUMBER	New Building Utilities & Maint.	\$	325.48
10/1/2024	1693	BLUE RIDGE LUMBER	New Building Utilities & Maint.	\$	930.15
10/1/2024	1693	BLUE RIDGE LUMBER	New Building Utilities & Maint.	\$	283.25
9/19/2024	1613	Blue to Gold, LLC	Meetings & Training	\$	395.00
9/19/2024	1614	BRODHEAD CREEK REGIONAL AUTHOR	Utilities	\$	165.00
9/19/2024	1614	BRODHEAD CREEK REGIONAL AUTHOR	Utilities	\$	82.50
10/1/2024	1691	BRODHEAD CREEK REGIONAL AUTHOR	Utilities	\$	57.09
10/1/2024	1691	BRODHEAD CREEK REGIONAL AUTHOR	Utilities	\$	25.87
10/1/2024	1691	BRODHEAD CREEK REGIONAL AUTHOR	Utilities	\$	118.03
9/19/2024	1615	BROUGHAL & DEVITO, L.L.P.	Township Solicitor	\$	49.50
9/19/2024	1615	BROUGHAL & DEVITO, L.L.P.	Township Solicitor	\$	5,211.01
9/19/2024	1615	BROUGHAL & DEVITO, L.L.P.	Professional Services	\$	660.00
9/19/2024	1615	BROUGHAL & DEVITO, L.L.P.	Legal Expenses	\$	4,325.00
9/19/2024	1616	Calibre Press	Meetings & Training	\$	219.00
9/19/2024	1616	Calibre Press	Meetings & Training	\$	199.00
9/19/2024	1616	Calibre Press	Meetings & Training	\$	159.00
9/19/2024	1616	Calibre Press	Meetings & Training	\$	219.00
9/19/2024	1617	COMMONWEALTH OF PA-CLEAN WATER	MS4 Fees	\$	2,500.00
9/19/2024	1618	COOPER ELECTRIC	New Building Utilities & Maint.	\$	10.17
9/19/2024	1618	COOPER ELECTRIC	New Building Utilities & Maint.	\$	24.82
10/1/2024	1694	COOPER ELECTRIC	New Building Utilities & Maint.	\$	534.41
10/1/2024	1694	COOPER ELECTRIC	New Building Utilities & Maint.	\$	91.64
10/1/2024	1694	COOPER ELECTRIC	New Building Utilities & Maint.	\$	45.55
10/1/2024	1701	COOPER ELECTRIC	New Building Utilities & Maint.	\$	87.66
10/1/2024	1701	COOPER ELECTRIC	Maint & Repair Bldg	\$	45.99
10/1/2024	1695	CYPHERS TRUCK PARTS	Operating Supplies	\$	25.45
			Maint. & Supp.	\$	

10/1/2024	1695	CYPHERS TRUCK PARTS	Maint. & Supp.	\$	14.41
10/1/2024	1695	CYPHERS TRUCK PARTS	Maint. & Supp.	\$	431.80
10/1/2024	1695	CYPHERS TRUCK PARTS	Operating Supplies	\$	6.49
9/30/2024	1657	DAVIDHEISER'S INC.	Equipment Maint	\$	205.00
9/19/2024	1619	DEER COUNTRY FARM & LAWN, INC.	Maint. & Supp.	\$	2,934.96
9/30/2024	1658	DES-CPR	Solid Waste Collection Supplies	\$	30.00
9/20/2024	1650	DISTRICT COURT 43-3-03	Legal Expenses	\$	40.00
10/1/2024	1696	DONNA KENDERDINE REPORTING	Professional Services	\$	150.00
10/1/2024	1696	DONNA KENDERDINE REPORTING	Professional Services	\$	150.00
10/1/2024	1696	DONNA KENDERDINE REPORTING	Professional Services	\$	150.00
10/1/2024	1696	DONNA KENDERDINE REPORTING	Professional Services	\$	150.00
9/30/2024	1659	EDMUNDS GOVTECH	SaaS Subscriptions	\$	3,750.00
9/19/2024	1621	EPSCO	New Building Utilities & Maint.	\$	71.45
9/19/2024	1621	EPSCO	New Building Utilities & Maint.	\$	7.62
10/1/2024	1697	EUREKA STONE QUARRY, INC.	Supplies	\$	481.72
10/1/2024	1697	EUREKA STONE QUARRY, INC.	Supplies	\$	8,436.15
10/1/2024	1697	EUREKA STONE QUARRY, INC.	Supplies	\$	2,287.54
10/1/2024	1697	EUREKA STONE QUARRY, INC.	Supplies	\$	2,235.45
10/1/2024	1697	EUREKA STONE QUARRY, INC.	Supplies	\$	5,002.18
10/1/2024	1698	FRY'S PLASTIC	Supplies	\$	860.09
9/30/2024	1661	FURINO MECH CONTRACTING & FURI	New Building Utilities & Maint.	\$	668.25
9/19/2024	1622	GOTTA GO POTTIES	Contracted Services	\$	85.00
9/19/2024	1622	GOTTA GO POTTIES	Community Events	\$	255.00
10/1/2024	1699	GOTTA GO POTTIES	Contracted Services	\$	740.00
10/1/2024	1699	GOTTA GO POTTIES	Contracted Services	\$	150.00
10/1/2024	1699	GOTTA GO POTTIES	Contracted Services	\$	85.00
10/1/2024	1699	GOTTA GO POTTIES	Community Events	\$	325.00
10/1/2024	1699	GOTTA GO POTTIES	Community Events	\$	400.00
9/19/2024	1623	H. M. BEERS, INC.	Prof Services - SEO	\$	1,050.00
9/30/2024	1662	H. M. BEERS, INC.	Prof Services - SEO	\$	2,500.00
9/30/2024	1663	HIGHWAY EQUIPMENT & SUPPLY CO.	Maint. & Supp.	\$	91.20
10/1/2024	1700	HUNTER KEYSTONE PETERBILT	Maint. & Supp.	\$	4.40
10/1/2024	1700	HUNTER KEYSTONE PETERBILT	Maint. & Supp.	\$	333.03
10/1/2024	1700	HUNTER KEYSTONE PETERBILT	Maint. & Supp.	\$	1,156.00
10/1/2024	1700	HUNTER KEYSTONE PETERBILT	Maint. & Supp.	\$	113.72

9/30/2024	1665	J P MASCARO & SONS	Contracted Services	\$	399.50
9/30/2024	1666	J P MASCARO & SONS	Contracted Services	\$	235.65
9/19/2024	1624	JAN-PRO OF NEPA	Maint & Repair Bldg	\$	1,538.31
9/19/2024	1624	JAN-PRO OF NEPA	Contracted Services	\$	180.25
9/30/2024	1664	JAN-PRO OF NEPA	Maint & Repair Bldg	\$	538.41
9/30/2024	1664	JAN-PRO OF NEPA	Maint & Repair Bldg	\$	738.39
9/30/2024	1664	JAN-PRO OF NEPA	Maint & Repair Bldg	\$	261.51
10/1/2024	1702	JAN-PRO OF NEPA	Contracted Services	\$	185.66
9/30/2024	1667	JR Borger, Inc.	New Building Utilities & Maint.	\$	3,822.20
9/19/2024	1627	KIMBALL MIDWEST	Operating Supplies	\$	527.60
9/19/2024	1627	KIMBALL MIDWEST	Operating Supplies	\$	(14.40)
9/30/2024	1668	LAWRENCE B. FOX P.C.	Civil Service Comm Solicitor	\$	1,050.00
10/1/2024	1703	LAWRENCE B. FOX P.C.	Civil Service Comm Solicitor	\$	75.00
9/30/2024	1669	LEXIPOL LLC	SaaS Subscriptions	\$	13,205.15
9/19/2024	1628	LOCUST RIDGE QUARRY	Operating Supplies	\$	246.43
9/19/2024	1628	LOCUST RIDGE QUARRY	Operating Supplies	\$	875.35
9/19/2024	1628	LOCUST RIDGE QUARRY	Supplies	\$	1,026.49
9/19/2024	1628	LOCUST RIDGE QUARRY	Supplies	\$	4,772.88
10/1/2024	1704	LOCUST RIDGE QUARRY	Supplies	\$	927.95
10/1/2024	1704	LOCUST RIDGE QUARRY	Supplies	\$	2,267.63
10/1/2024	1705	MACDOUGALL, KRISANN	Administration Allowances	\$	129.38
10/1/2024	1706	MARKI ROLLOFF CONTAINER, INC.	New Building Utilities & Maint.	\$	11,193.00
10/1/2024	1706	MARKI ROLLOFF CONTAINER, INC.	Community Events	\$	2,583.00
9/19/2024	1629	MAULA, MAURA	Program Expenditures	\$	15.00
9/19/2024	1629	MAULA, MAURA	Program Expenditures	\$	10.00
9/30/2024	1670	MAULA, MAURA	Program Expenditures	\$	15.00
10/1/2024	1707	MEDICO	Maint. & Supp.	\$	27.90
9/30/2024	1671	METLIFE - NON UNI. PEN. PLAN	N-U Pension	\$	1,519.61
9/30/2024	1671	METLIFE - NON UNI. PEN. PLAN	N-U Pension	\$	1,334.77
9/30/2024	1671	METLIFE - NON UNI. PEN. PLAN	N-U Pension	\$	776.45
9/30/2024	1671	METLIFE - NON UNI. PEN. PLAN	N-U Pension	\$	4,220.51
9/30/2024	1672	MGL PRINTING SOLUTIONS	Advertising & Printing	\$	269.00
9/30/2024	1673	MONROE COUNTY CONTROL CENTER	SaaS Subscriptions	\$	2,400.00
9/30/2024	1674	MONROE COUNTY CONTROL CENTER	Contracted Services	\$	27,245.53
10/1/2024	1708	MOUNTAIN ROAD FEED STORE	Repairs & Maintenance	\$	180.00

9/19/2024	1630	MRM WORKER'S COMPENSATION POOL	Employer Pd Worker's Comp	\$	16,534.28
9/30/2024	1675	MRM WORKER'S COMPENSATION POOL	Employer Pd Worker's Comp	\$	16,534.28
10/2/2024	1731	NATIONWIDE - 457	457 Plan Contributions	\$	297.00
9/19/2024	1631	NAUMAN, INC.	Maint & Repair Bldg	\$	160.00
10/1/2024	1709	NIGHT AND DAY DIESEL	Vehicle Maintenance	\$	200.00
10/1/2024	1709	NIGHT AND DAY DIESEL	Vehicle Maintenance	\$	100.00
9/30/2024	1676	P&D EMERGENCY SERVICES	Minor Equip Purchases	\$	1,550.00
10/1/2024	1710	PENTELEDATA	Utilities	\$	142.90
10/1/2024	1711	PENTELEDATA	Communications	\$	221.95
10/1/2024	1711	PENTELEDATA	Utilities	\$	126.13
9/19/2024	1632	PMHIC	Health Insurance	\$	4,930.30
9/19/2024	1632	PMHIC	HRA Fees	\$	4,539.13
9/19/2024	1632	PMHIC	Insurance	\$	4,539.13
9/19/2024	1632	PMHIC	Health Insurance	\$	40,745.09
9/19/2024	1632	PMHIC	Public Works Insurance	\$	15,436.72
10/1/2024	1726	POCONO RECORD	Advertising	\$	210.92
10/1/2024	1712	POCONO TOWNSHIP FIRE RELIEF AS	Foreign Fire Payments	\$	84,676.04
9/19/2024	1633	PORTLAND CONTRACTORS, INC.	Contracted Services	\$	335.00
10/1/2024	1713	PORTLAND CONTRACTORS, INC.	Contracted Services	\$	335.00
9/19/2024	1634	PPL ELECTRIC UTILITIES	Utilities	\$	14.37
9/19/2024	1635	PPL ELECTRIC UTILITIES	Utilities	\$	1,399.01
9/19/2024	1635	PPL ELECTRIC UTILITIES	New Building Utilities & Maint.	\$	2,589.82
9/19/2024	1634	PPL ELECTRIC UTILITIES	Utilities	\$	48.33
9/19/2024	1634	PPL ELECTRIC UTILITIES	Utilities	\$	59.71
9/19/2024	1635	PPL ELECTRIC UTILITIES	Utilities	\$	385.02
9/19/2024	1635	PPL ELECTRIC UTILITIES	Utilities	\$	286.79
9/30/2024	1677	PPL ELECTRIC UTILITIES	Utilities	\$	726.84
10/1/2024	1714	PPL ELECTRIC UTILITIES	Utilities	\$	14.46
10/1/2024	1715	PPL ELECTRIC UTILITIES	Utilities	\$	46.66
10/1/2024	1716	PPL ELECTRIC UTILITIES	Utilities	\$	62.39
9/30/2024	1678	RATH, ERIC	Uniform Allowance	\$	370.00
10/1/2024	1717	RELIABLE SIGN & STRIPING	Supplies	\$	635.00
10/1/2024	1717	RELIABLE SIGN & STRIPING	Supplies	\$	168.00
9/19/2024	1636	Romagno, Robert	Community Events	\$	150.00
9/19/2024	1637	Ryan, Stephanie	Community Events	\$	400.00

9/19/2024	1638	SARCINELLO PLANNING & GIS SERV	Contracted Services	\$	3,154.89
9/19/2024	1640	SCOTT, JAMES	Uniform Allowance	\$	98.00
9/19/2024	1639	SCOTT'S SIGNS AND PRINTING	Advertising & Printing	\$	130.00
10/1/2024	1718	SFM CONSULTING LLC	Prof Services -BC Officer	\$	4,885.47
10/1/2024	1718	SFM CONSULTING LLC	Prof Services -BC Officer	\$	96,434.59
10/1/2024	1718	SFM CONSULTING LLC	Professional Services	\$	8,466.25
10/1/2024	1718	SFM CONSULTING LLC	Professional Services	\$	7,556.25
9/30/2024	1679	SIGNAL SERVICE, INC.	Contracted Services	\$	220.00
9/30/2024	1685	SITEONE LANDSCAPE SUPPLY	Vegetation Control	\$	2,360.96
9/19/2024	1641	SPARKLE CAR WASH	Vehicle Maintenance	\$	11.28
9/19/2024	1642	STAPLES	Operating Supplies	\$	229.06
10/1/2024	1719	STAPLES	Operating Supplies	\$	121.98
10/1/2024	1719	STAPLES	Operating Supplies	\$	82.98
9/19/2024	1643	STATE WORKERS INSURANCE FUND	Employer Pd Worker's Comp	\$	2,026.00
9/30/2024	1680	STEELE'S HARDWARE	Operating Supplies	\$	49.99
10/1/2024	1724	STEELE'S HARDWARE	Operating Supplies	\$	5.99
10/1/2024	1724	STEELE'S HARDWARE	Operating Supplies	\$	31.76
10/1/2024	1723	STEELE'S HARDWARE	Shop Tools	\$	199.99
10/1/2024	1723	STEELE'S HARDWARE	Maint & Repair Bldg	\$	9.47
10/1/2024	1722	STEELE'S HARDWARE	Operating Supplies	\$	477.45
10/1/2024	1722	STEELE'S HARDWARE	Operating Supplies	\$	2.99
10/1/2024	1722	STEELE'S HARDWARE	Operating Supplies	\$	40.34
10/1/2024	1722	STEELE'S HARDWARE	Operating Supplies	\$	15.98
10/1/2024	1722	STEELE'S HARDWARE	Operating Supplies	\$	47.99
10/1/2024	1722	STEELE'S HARDWARE	Operating Supplies	\$	181.14
10/1/2024	1722	STEELE'S HARDWARE	Operating Supplies	\$	11.13
10/1/2024	1722	STEELE'S HARDWARE	Operating Supplies	\$	33.36
10/1/2024	1722	STEELE'S HARDWARE	Operating Supplies	\$	29.67
10/1/2024	1722	STEELE'S HARDWARE	Operating Supplies	\$	12.36
10/1/2024	1722	STEELE'S HARDWARE	Operating Supplies	\$	68.97
10/1/2024	1722	STEELE'S HARDWARE	Operating Supplies	\$	70.31
10/1/2024	1722	STEELE'S HARDWARE	Operating Supplies	\$	15.98
10/1/2024	1722	STEELE'S HARDWARE	Operating Supplies	\$	21.98
10/1/2024	1722	STEELE'S HARDWARE	Operating Supplies	\$	399.98
10/1/2024	1722	STEELE'S HARDWARE	Operating Supplies	\$	572.01

10/1/2024	1722	STEELE'S HARDWARE	Operating Supplies	\$	117.98
10/1/2024	1722	STEELE'S HARDWARE	Operating Supplies	\$	15.14
10/1/2024	1722	STEELE'S HARDWARE	Operating Supplies	\$	35.98
10/1/2024	1722	STEELE'S HARDWARE	Operating Supplies	\$	412.50
10/1/2024	1722	STEELE'S HARDWARE	Operating Supplies	\$	5.56
10/1/2024	1722	STEELE'S HARDWARE	Operating Supplies	\$	42.00
10/1/2024	1723	STEELE'S HARDWARE	Community Events	\$	34.98
10/1/2024	1723	STEELE'S HARDWARE	Community Events	\$	167.72
10/1/2024	1723	STEELE'S HARDWARE	Community Events	\$	44.05
10/1/2024	1723	STEELE'S HARDWARE	Community Events	\$	33.97
9/19/2024	1644	STEPHENSON EQUIPMENT, INC.	Equipment Rental	\$	3,690.00
9/19/2024	1645	STRAND POOL SUPPLY LLP	Maint. & Supp.	\$	38.50
9/19/2024	1645	STRAND POOL SUPPLY LLP	Contracted Services	\$	300.00
10/1/2024	1725	SUBURBAN TESTING LABS	Contracted Services	\$	361.00
10/1/2024	1725	SUBURBAN TESTING LABS	Contracted Services	\$	120.00
10/1/2024	1725	SUBURBAN TESTING LABS	Contracted Services	\$	120.00
10/2/2024	1727	T&M ASSOCIATES	Township Engineer	\$	380.79
10/2/2024	1727	T&M ASSOCIATES	Township Engineer	\$	2,423.19
10/2/2024	1727	T&M ASSOCIATES	Township Engineer	\$	1,898.50
10/2/2024	1727	T&M ASSOCIATES	Township Engineer	\$	244.50
9/30/2024	1681	Tactical Data Group LLC	MS4 Fees	\$	3,596.00
9/30/2024	1682	TRAISR	Grants	\$	3,000.00
9/30/2024	1682	TRAISR	SaaS Subscriptions	\$	366.67
10/2/2024	1728	TRAVELERS CL REMITTANCE CENTER	SaaS Subscriptions	\$	366.66
9/19/2024	1646	UNIFIRST CORPORATION	Professional Bonds	\$	2,450.00
10/2/2024	1729	UNIFIRST CORPORATION	Contracted Services	\$	41.06
10/2/2024	1729	UNIFIRST CORPORATION	Contracted Services	\$	41.06
10/2/2024	1729	UNIFIRST CORPORATION	Contracted Services	\$	41.06
10/2/2024	1729	UNIFIRST CORPORATION	Contracted Services	\$	41.06
9/30/2024	1684	WAGNER, JAMES	Contracted Services	\$	41.06
9/19/2024	1647	WILSON PRODUCTS COMPRESSED GAS	Uniform Allowance	\$	147.89
9/19/2024	1648	Woodward, Lorri	Operating Supplies	\$	16.50
10/2/2024	1730	WORLD FUEL SERVICES, INC.	Community Events	\$	250.00
10/2/2024	1730	WORLD FUEL SERVICES, INC.	Vehicle Fuel	\$	1,727.10
			Vehicle Fuel	\$	8.07

10/2/2024	1730	WORLD FUEL SERVICES, INC.	Vehicle Fuel	\$	4.82
10/2/2024	1730	WORLD FUEL SERVICES, INC.	Vehicle Fuel	\$	1,641.74
10/2/2024	1730	WORLD FUEL SERVICES, INC.	Vehicle Fuel	\$	7.92
10/2/2024	1730	WORLD FUEL SERVICES, INC.	Vehicle Fuel	\$	4.73
10/2/2024	1730	WORLD FUEL SERVICES, INC.	Vehicle Fuel	\$	1,663.18
10/2/2024	1730	WORLD FUEL SERVICES, INC.	Vehicle Fuel	\$	7.72
10/2/2024	1730	WORLD FUEL SERVICES, INC.	Vehicle Fuel	\$	4.61
10/2/2024	1730	WORLD FUEL SERVICES, INC.	Diesel	\$	3,489.32
10/2/2024	1730	WORLD FUEL SERVICES, INC.	Vehicle Fuel	\$	525.81
10/2/2024	1730	WORLD FUEL SERVICES, INC.	Vehicle Fuel	\$	251.10
10/2/2024	1730	WORLD FUEL SERVICES, INC.	Vehicle Fuel	\$	1.16
10/2/2024	1730	WORLD FUEL SERVICES, INC.	Vehicle Fuel	\$	0.69
TOTAL GENERAL FUND					\$511,814.03

Sewer Operating

Date	Check	Vendor	Memo	Amount
10/2/2024	1162	BRODHEAD CREEK REGIONAL AUTHOR	Pump Station 3 Water	\$ 21.20
10/2/2024	1162	BRODHEAD CREEK REGIONAL AUTHOR	Pump Station 5 Water	\$ 63.68
10/2/2024	1162	BRODHEAD CREEK REGIONAL AUTHOR	Pump Station 2 Water	\$ 21.18
10/2/2024	1163	PENTELEDATA	Pump Stations Internet	\$ 501.53
9/18/2024	1150	VERIZON WIRELESS	Sewer Modems	\$ 120.03
9/30/2024	1155	J P MASCARO & SONS	PS 5 Waste Removal Sep 24	\$ 272.95
9/30/2024	1156	MARKI ROLLOFF CONTAINER, INC.	PS 5 Service 9/24/24	\$ 574.00
10/2/2024	1161	BRODHEAD CREEK REGIONAL AUTHOR	Oct 2024 O&M	\$ 113,724.83
9/30/2024	1159	STEELE'S HARDWARE	Keys	\$ 10.40
9/30/2024	1160	TRAISR	Aug 2024 Sub	\$ 366.67
9/30/2024	1153	BRODHEAD CREEK REGIONAL AUTHOR	Evoqua Inv 906623025	\$ 7,724.84
9/30/2024	1154	EVOQUA WATER TECHNOLOGIES LLC	PS 5 Vaporlink	\$ 1,100.00
9/30/2024	1157	MULTI-DIMENSIONAL INTEGRATION	PS 4 & PS 5 Service	\$ 3,812.36
9/30/2024	1158	SUBURBAN TESTING LABS	Monthly NPDES	\$ 627.00
10/2/2024	1164	T&M ASSOCIATES	Proj POC000001 Kalahari Resort	\$ 585.61
10/2/2024	1164	T&M ASSOCIATES	Proj POC000010 Kalahari Resort	\$ 410.16
10/2/2024	1164	T&M ASSOCIATES	Proj POC000013 Bioxide Alterna	\$ 209.27
10/2/2024	1164	T&M ASSOCIATES	Proj POC002401 Poc Sewer Gen E	\$ 8,432.75
TOTAL Sewer Operating				\$138,578.46

Sewer Construction Fund

Date	Check	Vendor	Memo	Amount
9/30/2024	1003	MULTI-DIMENSIONAL INTEGRATION	General Project	\$ 38,449.25
9/30/2024	1004	T&M ASSOCIATES	Engineering - Collection System	\$ 2,421.08
TOTAL Sewer Construction Fund				<u>\$40,870.33</u>

Capital Reserve Fund

Date	Check	Vendor	Memo	Amount
9/30/2024	1051	ARGS TECHNOLOGY, LLC	Park Capital Comprehensive	\$ 2,859.80
10/2/2024	1057	ARGS TECHNOLOGY, LLC	Park Capital Comprehensive	\$ 7,701.75
9/30/2024	1054	BARTUSH SIGNS, INC.	PW Capital Comprehensive	\$ 7,555.80
9/30/2024	1052	E.F. POSSINGER & SONS, INC.	Municipal Capital Comprehensive	\$ 1,225.00
9/30/2024	1053	Midland Asphalt Materials Inc	Municipal Capital Comprehensive	\$ 227,540.07
10/2/2024	1058	MIDLANTIC MARKING, INC.	Maintenance & Repairs of Roads	\$ 41,875.20
10/2/2024	1059	T&M ASSOCIATES	ROUNDAABOUT LEARN ENGINEERING (A	\$ 321.34
10/2/2024	1059	T&M ASSOCIATES	SIDEWALK ENGINEERING (ARPA)	\$ 4,858.46
10/1/2024	1056	WAYCO INCORPORATED	Maintenance & Repairs of Roads	\$ 23,446.95
TOTAL Capital Reserve Fund				<u>\$317,384.37</u>

Liquid Fuels

Date	Check	Payee	Memo	Amount
10/1/2024	1055	WAYCO INCORPORATED	Maintenance & Repairs of Roads	\$ 440,138.33

\$440,138.33

Fire Tax Disbursement

Date	Check	Payee	Memo	Amount
10/1/2024	1050	POCONO TOWNSHIP VOLUNTEER FIRE	FIRE DEP. DISBURSMENT	\$ 2,609.84
TOTAL Fire Tax				<u>\$2,609.84</u>

General Fund	\$	511,814.03	
Sewer Operating	\$	138,578.46	
Sewer Construction Fund	\$	40,870.33	Authorized by: _____
Capital Reserve		\$317,384.37	
Fire Tax Disbursement	\$	2,609.84	
Liquid Fuels	\$	440,138.33	
TOTAL TRANSFERS	\$	1,451,395.36	Transferred by: _____

BUDGET ADJUSTMENT REQUEST

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

GENERAL FUND		Amount	TO	Amount	Explanation
01.427.450 Contracted Srvs - Clean-Up Days		5,000.00	01.438.220 PW Supplies	5,000.00	Line needs to be increased to ensure sufficient funding for the rest of the year
		1,000.00	01.438.613 PW Vegetation Control	1,000.00	Line needs to be increased to cover deficit
		500.00	01.414.341 Planning & Zoning Advertising	500.00	Line needs to be increased to cover deficit
	TOTAL ADJUSTMENTS	6,500.00		6,500.00	

SEWER OPERATING		Amount	TO	Amount	
08.429.404 Sewer Admin Services		5,000.00	08.429.004 Utilities PPL	5,000.00	Line needs to be increased to ensure sufficient funding for the rest of the year
		1,000.00	08.429.013 Utilities JP Mascaro	1,000.00	Line needs to be increased to ensure sufficient funding for the rest of the year
		7,500.00	08.429.300 Professional Services	7,500.00	Line needs to be increased to ensure sufficient funding for the rest of the year
	TOTAL ADJUSTMENTS	13,500.00		13,500.00	



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Jerrold Belvin
Township Manager
Pocono Township
112 Township Drive,
Tannersville, PA 18372

Pocono Township Municipal Complex
Full Scope of Design Services
Renovation of NCC Campus Building (Phase I & II)
By Kimmel Bogrette Architecture + Site, Inc.

August 27, 2024
REVISED September 24, 2024

Dear Jerrod,

Thank you for requesting this proposal. We look forward to the opportunity to continue to build our relationship with Pocono Township with this exciting and unique project.

DESCRIPTION:

We understand that the goal of this project is to renovate the interior of a 35,975 SQFT single story building previously occupied by Northampton Community College. The building will be converted into Administrative Offices, Police and Community space for Pocono Township. This proposal includes the following scope and is based on the last set of plan revisions made by the Township commissioners issued, on June 26, 2024. It is the stated intent to try to keep as much existing infrastructure in place as possible to reduce renovation and conversion costs. KBA has reviewed the plan provided by the Township and divided the building into areas of light, medium and heavy renovation. There will be a new sally Port constructed roughly in the same footprint as the former modular units that have now been demolished. We propose to divide the scope of work into the following areas.

This project will be complete in multiple phases. The first phase will be the Existing Building Assessment & Concept Design. This will include an evaluation of the existing conditions and a concept plan that reconciles a plan for all proposed uses. Phase II will focus on the construction documentation and administration of just the Police suite.

EXISTING BUILDING ASSESSMENT & CONCEPT DESIGN:

- KBA and the consultant team will complete an existing survey of the building to evaluate the proposed reconfigurations and overall building systems to determine their viability / adaptability and overall code compliance.
- The survey will be based strictly upon visual observation of the major components of the existing mechanical, electrical, and plumbing systems. The survey will not entail any selective demolition,



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testing and/or sampling nor will it involve the opening of any equipment or devices (i.e. panelboards, receptacles, HVAC units). If the opening of equipment or devices is deemed necessary by the owner then the owner must provide maintenance personnel or a contractor to remove cover plates, coverings, etc. for our observation.

- The evaluation of on-lot sewage disposal systems, storm water retention systems, water well systems, and fuel storage tanks shall be by others. It is assumed that the Township intends to connect this building to the public sewer and that work will be performed by others.
- Currently, it is understood that adequate HVAC, electrical (power) and plumbing (domestic cold water and sewer) services and systems to support the renovations are available within the building. If it is determined that a service upgrade is necessary, additional engineering services will be required to address the extra scope. An authorization for additional services will be forwarded for approval before the added services begin.
- KBA will survey the building to confirm that the proposed changes meet current building code regulations. Additionally, we will make suggested changes for any proposed renovations that may be complicated by existing systems or code challenges.
- We will deliver an initial report of our finding and then use this as the basis of design for the ensuing phase. If the agreed upon scope deviates from the assumptions in this proposal subsequent modifications will be made to adjust the fees to match the final scope.
- We will deliver a fully reconciled concept plan that resolves the layout and design for all areas of the building (Police, Administration & Community). Then design will need to allow each respective portion to be constructed as a single phase.

SCOPE OF THE PROPOSED POLICE RENOVATIONS:

- Police Renovations
 - o Layout and design of new police holding cells with dedicated toilets
 - o Layout of three new police interview rooms
 - o New finishes as required to restore areas of limited interior demolition.
 - o Reconfiguration of interior spaces to accommodate additional office layout
 - o Replacement of interior ceiling and lighting systems as required
- Police Addition
 - o Design new Sally Port and ancillary Police space as required.
 - o Includes structural design of new building components
 - o Integration into the site will be designed by the Township Civil Engineer. KBA will coordinate as required.
- Coordination
 - o Coordinate with BSEG Engineering (Mechanical/Electrical/Plumbing)
 - o Coordination with our selected Structural Engineer
 - Construction of the new Sally Port Area
 - Various loose lintels and additional support framing as required
 - o Our team has limited all work to 5' outside the building. All work from that point and beyond shall be by the Township Engineer. KBA will coordinate as required.
 - o Coordination of all AV and related technology to support the new uses of the building.
 - o Coordination of building security and card access.



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- Exclusions

- Assumes the existing roof will not be replaced
- Assumes that all existing exterior doors and windows shall remain.
- Assumes no substantial work is occurring to the exterior of the building
- Assumes adequate HVAC, electrical (power) and plumbing (domestic cold water and sewer) services and systems to support the renovations are available within the building
- Any approvals associated with land development
- Any major structural revisions beyond new interior loose lintels and supplemental equipment support (if required).
- All work to occur outside 5' of the building footprint
- Sprinkler system design

PERMIT SET DELIVERABLES:

- Architectural & Interior Design (Bid Set & Permit Drawings)
 - Cover Sheet & Notes
 - Code Sheet
 - Demolition Plan
 - Floor Plans
 - Interior Elevations
 - Details
 - Schedules (Door, Windows & Finishes)
- Structural Engineering
 - Footings & Foundations (Carport)
 - Framing & Design of Carport
 - Loose Lintels & Openings
- HVAC Design
 - HVAC Demolition Plan
 - HVAC Floor Plan
 - HVAC Schedules and Details
- Plumbing Design
 - Plumbing Demolition Plan
 - Plumbing Sanitary Floor Plan
 - Plumbing Domestic Water Floor Plan
 - Plumbing Schedules and Details
- Electrical Design
 - Electrical Demolition Plan
 - Electrical Power Floor Plan
 - Electrical Lighting Floor Plan
 - Electrical Schedules and Details
- Fire Protection
 - Fire Protection Plan

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BID PHASE (POLICE ONLY)

- Public Bidding: Drawings and specifications will be completed for the purpose of public bidding. With this type of bid, there are at least 4 prime contractors (General, Mechanical, Plumbing and Electrical). In this instance, the documents must be coordinated to provide clarity in scope to each of the primes so there are no gaps in the drawings. Services will include the "Front-End" specifications which will detail Pennsylvania Public Bidding Requirements, attendance at a pre-bid meeting, question resolution during bidding, bid analysis/qualification upon receipt, and revision of the Construction Documents as needed for clarification.

CONSTRUCTION ADMINISTRATION PHASE (POLICE ONLY)

- Work Includes
 - o Includes a total of five (5) site visits during CA:
 - One (1) construction kick-off meeting
 - Three (3) site visits during construction
 - One (1) punch list close out meeting
 - MEP Engineer to provide up to (3) total visits during construction
 - o KBA's Attendance at virtual job meetings during construction on an assumed 2-week reoccurring basis.
 - o Review of Shop Drawings
 - o Review of Change Orders
 - o Processing of Application for Payment
 - o Processing / Responding to RFIs
 - o Closeout
 - o Fees based on a (6) month construction schedule

Fee by Phase - (Proposal)						
Phase	%	Total Fee	Architecture	MEPFP	Structure	Civil Coordination
Existing Building Assessment	12.5%	\$20,000	\$11,000	\$8,000	\$1,000	\$0
Permit Set	60.5%	\$96,500	\$45,000	\$28,500	\$14,500	\$8,500
Bidding	5.0%	\$8,000	\$5,000	\$2,500	\$1,000	\$0
Construction Administration	21.9%	\$35,000 #	\$20,000	\$10,500	\$4,000	\$0
Reimbursable						
Totals		\$159,500	\$81,000	\$49,500	\$20,500	\$8,500

Architectural Construction Administration Fees are an hourly estimate.

EXCLUSIONS/ASSUMPTIONS:



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- Any major redesign of the space due to changes in project scope occurring either during working drawing development or after design completion.
- Proposal assumes all meetings not specifically noted will be virtual. In-person meetings can be added at a cost of \$1,500 / meeting.
- Cost estimating services
- Excludes Civil Engineering and any site-related work outside of the building. KBA will coordinate as required with the Township Engineer
- Revisions required after completion of the project including changes due to Owner revisions, bidder/contractor questions, code review comments or other addenda items that effect KBA's Plans/Design, except revisions for items as listed that are a direct result of inconsistencies, flaws or deficiencies in the original Design
- Preparation of As-Built Drawings. As-Built Drawings may be provided on an hourly basis.
- Property Surveys
- Geotechnical Engineering
- Site Utility Location
- FF&E Selection

BILLING AND REIMBURSABLE EXPENSES:

For budget purposes, please allow an additional amount for reimbursable expenses, such as printing, copying, digital file conversion, photography, travel, meals during travel, hotels, rental car, parking, presentation materials and courier services (UPS/FedEx, US Mail, etc.). All reimbursables will be billed at cost + 10% markup. We will bill monthly against the percentage of completed work for each phase, including reimbursable expenditures. An additional 1% of the total fee will be added for technology costs. If the use of a BIM model is requested, add an additional \$3,000.

Respectfully submitted,

Matthew H. McQuaide, RA, NCARB
Principal
Kimmel Bogrette Architecture + Site

Agreed to & Approved by:

Date

ORDINANCE NO. 2024-05

AN ORDINANCE OF THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF POCONO, COUNTY OF MONROE, COMMONWEALTH OF PENNSYLVANIA AMENDING THE CODE ORDINANCES OF THE TOWNSHIP OF POCONO, MONROE COUNTY, PENNSYLVANIA, AMENDING PART I GENERAL LEGISLATION; ADDING A NEW CHAPTER 29 VOLUNTEER SERVICE TAX CREDIT PROGRAM, WHICH ESTABLISHES A VOLUNTEER SERVICE CREDIT PROGRAM FOR VOLUNTEER MEMBERS OF VOLUNTEER FIRE COMPANIES; AND REPEALS ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT HEREWITH.

WHEREAS, Chapter 79A of Title 35 (Health and Safety) of the Pennsylvania Consolidated Statutes, Act of Nov. 21, 2016, P.L. 1509, No. 172, found at 35 Pa.C.S. § 79A03, et seq., entitled “Incentives for Municipal Volunteers of Fire Companies and Nonprofit Emergency Services Agencies” (“Act 172”), authorized municipal governments to grant local tax credits to volunteers at volunteer fire companies and nonprofit emergency medical service agencies; and

WHEREAS, on October 29, 2020, Act 91 of 2020 further amended Chapter 79A of Title 35 to authorize a municipal governing body to increase the real estate tax credit for certain active volunteers to 100% of the volunteer’s real estate tax liability (“Act 91”).

WHEREAS, the Board of Commissioners of Pocono Township, Monroe County, Pennsylvania (the “BOC”), deem it appropriate to amend the Code of Ordinances of the Township of Pocono (the “Code”) by adding a new Chapter 29 to implement the provisions of Act 172 and Act 91 Incentives for Municipal Volunteers of Fire Companies.

WHEREAS, the BOC, under the powers vested in them by the "First-Class Township Code", 53 P.S. §55101, et seq., as well as other laws of the Commonwealth of Pennsylvania, including Act 172 of 2016, do hereby ordain and enact the following amendment to the Code.

NOW, THEREFORE, BE IT ORDAINED AND ENACTED, by the Board of Commissioners of Pocono Township, Monroe County, Pennsylvania as follows:

SECTION 1. Part I *General Legislation* is hereby amended by adding a new Chapter 29 *Incentives for Township Volunteers of Fire Companies* as follows:

“Chapter 29 Incentives for Township Volunteers of Fire Companies

§ 29-1. Definitions.

The following words and phrases when used in this article shall have the meanings given to them in this section unless the context clearly indicates otherwise.

ACTIVE VOLUNTEER — A volunteer for a volunteer fire company listed under § 29-2.C of this article who has complied with, and is certified under, the Volunteer Service Credit Program.

EARNED INCOME TAX — A tax on earned income and net profits levied under Chapter 3 of the Act of December 31, 1965 (P.L. 1257, No. 511), known as the Local Tax Enabling Act (the "Act").

ELIGIBILITY PERIOD — The time frame when volunteers may earn credit under the Volunteer Service Credit Program.

EMERGENCY RESPONDER — A volunteer who responds to an emergency call with the entity listed under § 29-2.C of this article.

EMERGENCY RESPONDER CALL — Any emergency call to which a volunteer responds, including travel directly from and to a volunteer's home, place of business or another place where he/she shall have been when the call was received.

QUALIFIED REAL PROPERTY — A residential real property owned and occupied as the domicile of an active volunteer.

STATE — Commonwealth of Pennsylvania.

TOWNSHIP — Pocono Township, Monroe County, Pennsylvania.

VOLUNTEER(S) — A member of a volunteer fire company established by § 29-2.C of this article.

§ 29-2. Volunteer Service Credit Program.

A. Establishment. The Township hereby establishes a Volunteer Service Credit Program (the "Program"). The goal of the Program is to encourage membership and service in the Volunteer Fire Company as set forth in § 29-2C of this article.

B. Program criteria. The Board of Commissioners of the Township shall establish, by resolution, the annual criteria that must be met to qualify for credits under the Program.

C. Eligible entities. The Volunteer Service Credit Program is available to residents of the Township who are active volunteers of the Pocono Township Volunteer Fire Company of Monroe County (the "Volunteer Fire Company") and; residents of the Township who are active volunteers with the Volunteer Fire Company Auxiliary; and, Township resident volunteers of the Volunteer Fire Company who additionally volunteer with fire companies of neighboring municipalities within Monroe County, Pennsylvania.

D. Eligibility period. A volunteer must meet the minimum criteria, set by resolution under this section, during the eligibility period to qualify for the tax credits established under §§29-3 and 29-4.

(1) For Beginning 20254, the eligibility period under the Volunteer Service Credit Program shall run from the effective date of this sectionJanuary 1, 2025 until December 31, 20254; and

(2) For each subsequent year thereafter, the eligibility period shall run from January 1 until December 31.

E. Recordkeeping. The chief of the Volunteer Fire Company shall keep specific records of each volunteer's activities in a service log to establish credits under the Volunteer Service Credit Program. Service logs shall be subject to review by the Board of Commissioners of the Township, the State Fire Commissioners and the State Auditor General. The chief, or supervisor, shall annually transmit to the Township a notarized eligibility list of all volunteers that have met the minimum criteria for the Volunteer Service Credit Program. The notarized eligibility list shall be transmitted to the Township no later than 45 days prior to the date the tax notices are sent each year. The chief or supervisor shall post the notarized eligibility list in an accessible area of the volunteer fire company's facilities.

F. Application. Volunteers that have met the minimum criteria of the Volunteer Service Credit Program shall sign and submit an application for certification to their chief or supervisor. The chief or supervisor shall sign the application if the volunteer has met the minimum criteria of the Volunteer Service Credit Program, and forward it to the Township Manager of the Township. Applications shall not be accepted by the Township after April 1 of each year.

G. Municipal review. The Township Manager of the Township shall review the application for credit under the Volunteer Service Credit Program and shall cross-reference them with the notarized eligibility list. The Board of Commissioners of the Township shall approve all applicants that are on the notarized eligibility list. All applicants approved by the Board of Commissioners of the Township shall be issued a tax credit certificate by the Township Manager of the Township.

H. Official tax credit register. The Township shall keep an official tax credit register of all active volunteers that were issued tax credit certificates. The Township Manager shall issue updates, as needed, of the official tax credit register to the following:

- (1) Board of Commissioners of the Township;

(2) Chief of the Volunteer Fire Company; and

(3) Tax Collector for the Township.

I. Injured volunteers.

(1) An active volunteer that is injured during an emergency response call may be eligible for future tax credits. The injury must have occurred while responding to, participating in, or returning from an emergency response call with the entity listed under § 29-2C.

(2) An injured active volunteer shall provide documentation from a licensed physician with the application required under § 29-2.F, along with updated documentation from a licensed physician stating that the injury still exists and prevents them from qualifying as an active volunteer. The injured active volunteer shall again be deemed an active volunteer for that tax year. An injured active volunteer shall only be deemed an active volunteer for a maximum of five consecutive tax years.

(3) An injured active volunteer shall annually submit the application required under § 29-2.F, along with updated documentation from a licensed physician stating that the injury still exists and prevents them from qualifying as an active volunteer. The injured active volunteer shall again be deemed an active volunteer for that tax year. An injured active volunteer shall only be deemed an active volunteer for a maximum of five consecutive tax years.

§ 29-3. Earned Income Tax Credit

A. Tax credit. Each active volunteer who has been certified under the Township Volunteer Service Credit Program shall be eligible to receive a tax credit of up to \$250 of the earned income tax levied by the Township. When an active volunteer's earned income tax liability is less than the amount of the tax credit, the tax credit shall equal the individual's tax liability.

B. Claim.

(1) An active volunteer with a tax credit certificate may file a claim for the tax credit on the Township's earned income tax liability when filing a final return for the preceding calendar year with the Tax Collector for the Township.

C. Rejection of tax credit claim.

(1) The Tax Collector for the Township shall reject a claim for a tax credit if the taxpayer is not on the official tax credit register issued by the Township Manager.

(2) If the Tax Collector for the Township rejects the claim, the taxpayer shall be notified, in writing, of the decision. The notice shall include the reasons for the rejection and provide the method of appealing the decision pursuant to § 29-5.A of this article.

(3) Taxpayers shall have 30 days to appeal the decision of the Tax Collector of the Township.

§ 29-4. Real Property Tax Credit

A. Tax credit. Each active volunteer who has been certified under the Township Volunteer Service Credit Program shall be eligible to receive a real property tax credit of 100% of the Township tax liability on qualified real property (the "tax credit") [as more fully set forth by Resolution pursuant to 35 Pa.C.S.A. § 79A13](#). If the tax is paid in the penalty period, the tax credit shall only apply to the base tax year liability.

B. Claim.

(1) An active volunteer with a tax credit certificate may file a claim for the tax credit on their qualified real property tax liability for the Township's real estate tax levy. The tax credit

shall be administered as a refund by the Township Treasurer. An active volunteer shall file the following with the Township Manager:

(a) A true and correct receipt from the Township real estate Tax Collector of the paid Township real property taxes for the tax year which the claim is being filed.

(b) The tax credit certificate.

(c) Photo identification.

(d) Documentation that the tax paid was for qualified real property as defined in this article.

(2) If the active volunteer provides all documents required under this subsection, the Township Treasurer shall issue the tax refund to the active volunteer.

C. Rejection of the tax credit claim.

(1) The Township Manager shall reject the claim for a Township real property tax credit if the taxpayer fails to provide the documents required under Subsection B(1).

(2) If the Township Manager rejects the claim, the taxpayer shall be notified, in writing, of the decision. The notice shall include the reasons for the rejection and provide the method of appealing the decision pursuant to § 29-5.B.

(3) Taxpayers shall have 30 days to appeal the decision of the Township Secretary.

§ 29-5. Appeals

A. Earned income tax credit appeals.

(1) Any taxpayer aggrieved by a decision under § 398-68.C of this article shall have a right to appeal said decision.

(2) A taxpayer shall have 30 days to appeal a decision or rejection of claim.

(3) All appeals of decisions under § 398-68.C of this article shall follow the provisions of the Act of May 5, 1998, P.L. 301, No. 50, known as the "Local Taxpayers Bill of Rights."

B. Real property tax credit appeals.

(1) Any taxpayer aggrieved by a decision under § 398-69.C shall have a right to appeal said decision.

(2) A taxpayer shall have 30 days to appeal a decision or rejection of claim.

(3) All appeals under § 29-2.C shall follow the provisions of 2 Pa.C.S.A. Chapter 5, Subchapter B (relating to practice and procedure of local agencies), and 2 Pa.C.S.A. Chapter 7, Subchapter B (relating to judicial review of local agency action), also known as the 'Local Agency Law.' ”

SECTION 2. All Ordinances and parts of Ordinances inconsistent herewith are hereby repealed.

SECTION 3. The provisions of this Ordinance shall be severable and if any provision thereof shall be declared unconstitutional, illegal or invalid, such decision shall not affect the validity of any of the remaining provisions of this Ordinance. It is hereby declared as a legislative intent of the Township that this Ordinance would have been enacted had such unconstitutional, illegal or invalid provision(s) not been included herein.

SECTION 4. This Ordinance shall become effective within five (5) days of enactment.

ENACTED AND ORDAINED at a regular meeting of the Board of Commissioners of
the Township of Pocono, County of Monroe on this ____ day of _____, 2024.

ATTEST:

**TOWNSHIP OF POCONO,
MONROE COUNTY**

Jerrold Belvin
Township Manager

Richard Wielebinski
President, Board of Commissioners

TAX REQUIREMENTS

ACTIVE FIREFIGHTER REQUIREMENTS

- Must have served six months' probation and successfully complete all training outlined
- Must participate in 50% of meetings
- Must participate in 50% of weekly drills
- Must respond to 5% of calls
- Must not owe money to the fire department
- Must be current on all dues
- Maintain a minimum of 50% of events and or fundraisers per year
- Limited to 60 active members

LIFE MEMBER

- Must have served 20 years as an active firefighter
- Must not owe money to the fire department

AUXILLARY

- Must not owe money to the fire department
- Must be current on all dues
- Must be active Community Member

Memorandum of Understanding

The Parties to this Memorandum of Understanding (“MOU”) are Pocono Township and Teamster Local 773 as the representative of full-time and regular part-time Police Officers, including Sergeants, Corporals, Detectives and Patrolmen, excluding the Chief of Police. The date of this MOU is September 3, 2024, and the purpose is to document the agreement that has been reached between Pocono Township and Teamster Local 773 regarding the creation, development and implementation of the Pocono Township Police Department’s Drone Program.

Pocono Township and Teamster Local 773 agree to the principle of seniority and the agreement to preserve the benefits of such whenever possible. Pocono Township and Teamster Local 773 come to the understanding that certain exceptions relative to officer qualifications, availability, previously submitted interest, and squad/platoon alignment may prevent assignment, training, and potential call-outs based solely on seniority alone.

The goal of the Pocono Township Police Department’s Drone Program is to utilize developing drone technology in order to provide a better policing product to the citizens, business owners, and visitors to Pocono Township. Officers will be selected based on their prior submission of interest, computer/technology experience and adaptability, availability, and squad/platoon assignment. The goal of the Drone Program is to have trained and certified officers/pilots available and on shift 24/7, to aid in rapid deployment of a drone. In order to achieve this, officers from varying platoons will be selected to avoid overlapping schedules and provide on-shift availability of pilots.

1. The first officers to be trained and certified as drone pilots will be those that have notified the department as to their intent to be involved in the drone program, then selected based on their opposing schedules from one another to maximize on-duty coverage. One potential solution to this would be to select corporals that have submitted letters of interest, which would prevent future scheduling conflicts during year end platoon realignments.
2. Subsequent officers selected would again be determined by schedule parameters to ensure on duty coverage of available drone pilots, with a secondary emphasis on seniority of these pilots within the platoon who have submitted letters of interest.
3. If a potential call-out scenario presents itself in which a drone pilot is needed, the senior officer that is a certified drone pilot will take priority.
4. It will be the understanding of Pocono Township and Teamster Local 773 that these particular call-outs relative to the use of a drone will only be available to trained drone pilots, as FAA Part 107 regulations forbid the operation of drones in a law enforcement application by uncertified pilots.

Teamster Local 773

By: _____

Title: _____

Date: _____

Pocono Township

By: _____

Title: _____

Date: _____



Pocono Township Monthly Zoning Report

TO: Pocono Township Board of Commissioners

FROM: Lindsay Scerbo, Zoning Administrator

CC: Shawn McGlynn, Zoning Officer

DATE: September 11, 2024

Following is a report of the Zoning Office's activity from August 28th to September 11th:

Permits Issued: 31

Zoning Permits: 9

Commercial – 6

Residential – 3

New Construction: 2

Commercial – 2

Residential – 0

Building Permits: 12

Commercial – 4

Residential – 8

Certificate of Occupancy – 6

Driveway – 1

Well – 1

Enforcement Actions:

- August 30, 2024 – Enforcement Notice – A single-family dwelling was constructed without obtaining the necessary permits. The property owner has since submitted zoning and building permit applications, but both were denied due to non-compliance with the Zoning Ordinance. The owner has acquired a public hearing application to appeal the denial; however, no documents have been submitted to date.
- September 11, 2024 – Enforcement Notice – 391 Laurel Lake Road – Converting the attached garage into habitable space without first obtaining the necessary permits and a certificate of occupancy.

Previously Discussed Properties:

- 145 Marcelle Terrace – Construction of various accessory structures, interior alterations, and operating a TDU in a Zoning District in which it is not permitted. An inspection of the dwelling was conducted, and everything appeared to be code compliant. However, a certificate of occupancy cannot be issued until an as-built survey is provided to our office.
- 2803 Route 611 – Establishing a multifamily dwelling on the subject property without first obtaining approvals for the new and/or change in use. The property owner has since had a meeting with the Zoning Officer regarding the Notice of Violation and their options moving forward to remedy the violation.

- 154 Ruby Lane – The Pocono Township Police Department submitted a report to the Zoning Office regarding an incident at the subject property involving dogs trespassing onto a neighboring property. The report stated that the responding officer did not observe the dogs trespassing, and the complainant was unable to provide any supporting evidence (e.g., photos or videos). Therefore, we are considering the complaint hearsay and will not be issuing a formal Notice of Violation.
- 233 Buck Fever Trail – Constructing a second-story addition on top of an existing manufactured home. A default judgment of \$12,212.75 was awarded to the Township.

Closed Violations:

- 143 Lower Swiftwater Road – Construction of a fence without first obtaining permits. The tenant has since obtained permits for this fence and the violation has been closed.

Upcoming Civil Hearings:

- 135 Buck Fever Trail – Occupying a manufactured home on the subject property without first obtaining permits from the Township. The Notice was unable to be served to the defendant, so constable delivery will be required.

Upcoming Public Hearings:

- 519 Post Hill Road – A variance request seeking relief from the minimum lot size requirements of the Township Zoning Ordinance. The hearing has been scheduled for September 26, 2024, at 5:00 PM.



1031 Palmers Mill Road
Media, PA 19063

610-353-5587

info@natlands.org
natlands.org

MEMORANDUM

To: Nanci Sarcinello, AICP, Principal
Sarcinello Planning & GIS Services

From: Ann Hutchinson, FAICP

CC: Richard Wielebinski, President,
Pocono Township Board of Commissioners,
rwielebinski@pocopa.gov; Jerrod Belvin, Manager,
jbelvin@poconopa.gov; Krisann MacDougall,
Secretary, kmacdougall@poconopa.gov

Date: September 10, 2024

RE: Pocono Township, Monroe County,
Conservation Ordinance Updates

Background. I have reviewed two documents prepared by Sarcinello Planning & GIS Services: 1) Natural Resource Protection, Final Draft, dated April 24, 2024, and 2) Pocono CSD, Final Draft, dated August 21, 2024. Natural Lands extended a \$5,000 grant to the Township to offset the cost of the consultant time preparing standards for natural resource protection and conservation subdivision design. In addition, my staff time reviewing and advising on approaches to conservation zoning was provided at no cost to the Township. Funding was provided by the William Penn Foundation's Delaware River Watershed Initiative with the goal of conserving water quality. I reviewed four earlier drafts of these ordinance amendments and participated in several phone calls with the consultant, Nanci Sarcinello.

Natural Resource Protection. This zoning article applies to activities that require Township permits or approvals and disturb natural resources addressed in the article. The article protects steep slopes; watercourses, lakes, ponds, and wetlands; and specimen and heritage trees and woodlands. This article contains a good mix of effective conservation measures and reasonable compliance requirements. For example, Very Steep Slopes are protected from disturbance, however there is an allowance of up to 10% disturbance for vehicular access and utilities. Riparian buffers (vegetated areas next to streams) are required with allowances for stream crossings, fishing access, trails, etc.

This article introduces standards to protect specimen vegetation and heritage trees, as well as woodlands, review of which is triggered by subdivision or land development applications or as part of any applicable building permit. Replacement tree standards are somewhat flexible in that fewer larger sized trees may be provided when site limitations (area, for example) prevent planting of a larger quantity of smaller trees. Because each site is unique, Section 470-156 permits modifications by the elected officials where justification can be made.

I made earlier suggestions that were incorporated into this final draft and have no further comments.

Conservation Subdivision Design. This new section would amend Article V., Supplemental Regulations, and applies to tracts with 12 acres of Adjusted Tract Area or greater in the R-1, R-2, and RD zoning districts. The article is thorough and an excellent example of a sound conservation subdivision design



amendment. I sent you, (consultant) several track change comments. Nearly all are minor, except for two more substantive issues:

1. Where community or public sewer is involved and the underlying zoning density is one dwelling unit per acre of Adjusted Tract Area, the minimum lot area should be reduced to account for the area that roads and right of ways will occupy. Technically where community or public sewer is available, the lot size becomes irrelevant, and several municipalities even eliminate minimum lot size, in this circumstance. In practice, developers tend to select the minimum required Greenway Land and the maximum sized lot. We have twenty years of experience with conservation subdivisions being built in London Grove Township, in a one-acre zoning district with public sewer and water. I have attached a case study from that community. In practice, developers are required to set aside 50% of the ATA, plus constrained land, as open space. The typical lot size is around 14,000 square feet with some lots being larger and some smaller. I hope that Pocono Township will consider a little more flexibility in lot size, as suggested.
2. The SLDO already contains the 4-Step Design Process and Open Space Design standards that produce good conservation subdivision design. The SLDO uses the term "conservation open space" and the zoning ordinance uses the term "Greenway Land." Both ordinances should include a definition that makes it clear that the two terms refer to identical land uses.

Summary. The Natural Resource Protection and Conservation Subdivision ordinance amendments are well written and would be excellent additions to the Township land use regulations. I encourage the Township to adopt the amendments and would be happy to answer questions or provide additional support. The work meets the requirement of the Agreement between the Township and Natural Lands. The Township may submit a final invoice for the work, showing evidence that the consultant was paid for the conservation work.



London Grove Township

Creating a Trails Network with “Growing Greener” Codes



Trails lead from one development to another in preserved open space.

“Open space is a huge part of a sustainable and vital community.”

— Steve Brown, Township Manager



Protect and link the open spaces first; the trails will follow. This simple approach has served London Grove Township, in southern Chester County, very well. Its officials realize that open space is not dead space. Rather, it is an essential part of the community's infrastructure, just as much as roads, water lines and sewer pipes.

So they have been requiring developers to design and designate half the acreage in all new subdivisions as permanent conservation lands—and to do so in a way that will provide for interconnections between these new neighborhoods, ultimately implementing the Township's 2006 Open Space Plan policy of creating linked open space systems throughout the community.

But it was not always this way. By the early 1990s the number of subdivision applications proposed by developers was enough to double the Township's population. Pressures were particularly

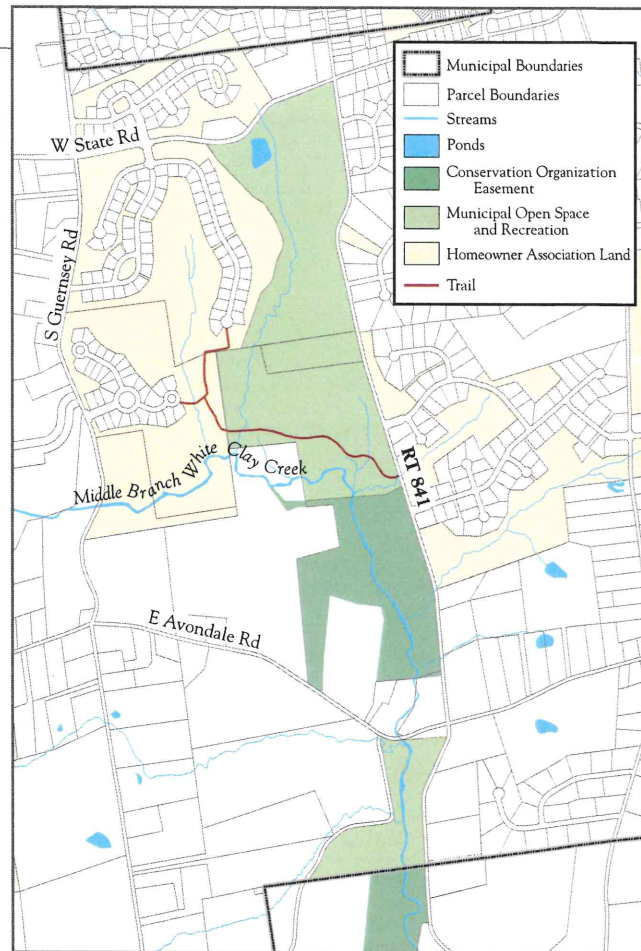
high south of Route 1 in a one-acre zoning district served by public water and sewer.

However, nearly a decade after adopting *Growing Greener: Conservation by Design* (with assistance from NLT), this innovative approach is now firmly established as standard operating procedure for elected and appointed officials. "To our Board of Supervisors, conservation subdivisions with linked open space networks are now the norm," according to Township Manager Steve Brown. "And," he added, "developers now want to receive guidance from the Township, as they know that working with officials in the early conceptual design stages smoothes out the review process."

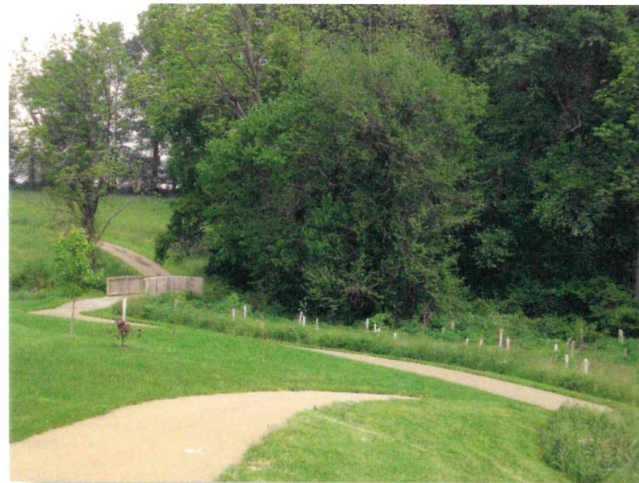
"Open space is a huge part of a sustainable and vital community," says Brown. This sentiment is echoed by Tim Nelson, vice-Chair of the Board of Supervisors, who comments, "People come here to raise a family, and trails in your own neighborhood are very appealing to residents. People get what they came for—a higher quality of life."

By pairing selective land acquisition and open space dedicated in conservation subdivisions, London Grove is progressively developing its trail system to serve residents' recreation needs and protect the environmental resources in this rapidly growing community.

To further its objectives, London Grove's Parks and Recreation Board and Planning Commission, coordinating with the Open Space Committee, work to ensure that an interconnected greenway and trails network will ultimately be created, thereby implementing its Open Space Plan and Trails and Bikeway Plan. The Township holds easements on the greenway lands, planning ultimately for a local land trust to take over this responsibility.



This greenway with trails was achieved through a combination of land acquired with public funds, land in conservation subdivisions donated by the developer, and land owned by homeowners' associations.



The trails in these conservation subdivisions are open to the public.

Growing Greener: Conservation by Design is a collaborative program of the PA DCNR, the Governor's Center for Local Government Services, Natural Lands Trust, and advisors from state and local agencies. The program helps municipalities use the development process to their advantage to protect interconnected open space networks. Communities that adopt these standards are preserving an average of 62% of land each time a property is developed.

For more information, contact:

Natural Lands Trust
1031 Palmers Mill Road
Media, PA 19063
610-353-5587
www.natlands.org



YOUR GOALS. OUR MISSION.

October 3, 2024

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

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

Dear Shawn:

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

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

BACKGROUND INFORMATION

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

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

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



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

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

If you should have any questions, please call me.

Sincerely,

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

JST/arm

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

POCONO TOWNSHIP PLAN STATUS
10/07/2024

Twp. Ref No.	T&M Proj. No.	LVL Proj. No.	Project Name (acceptance date)	Application Type	Prelim/Final	Review Period Expires	Last PC Mtg	Last BOC Mtg	Latest Comment Letter	Last Meeting Tabled	PC Rec. Approve/Deny	Comments
Sketch Plans												
		1730040R	KenBAR Investment Group (inactive)	Commercial Land Devt					6/5/2020			
1380		2030118R	2808 Rt 0611 Apartments Land Development	Land Devt					8/5/2021			
1402		2230188R	Ingoquois Ridge	Major Sub, Land Devt					6/22/2022			
1403		2230189R	Lands of D E & S Properties (Classic Quality Homes)	Major Sub, Land Devt					7/19/2022			
1380		2330219R	Lands of Yuriy Boguskiy 2812 Rt 0611	Land Devt					5/3/2023			
1417		2330228R	Harmony Domes 310 Hallett Road	Land Devt					8/29/2023			
1422	POCO-R0619	2430243R	Exclusive Pocono Properties Transient Hotel	Land Devt					3/11/2024			
Final Plans Under Consideration												
1401	POCO-R0630	2330223R	611 Land Development - Dual Brand Hotel Subdivision (4/8/24)	Minor Sub	Final	11/14/2024	10/15/2024	11/4/2024	5/7/2024	9/9/2024		65 day extension from 9/10 rec'd on 8/8
1426	POCO-R0750	-	Simpson Minor Subdivision (519-520 Post Hill Road) (7/8/24)	Minor Sub	Final	1/6/2025	12/9/2024	1/6/2025	6/26/2024	9/9/2024		3 mo. extension rec'd on 8/15
Preliminary Plans Under Consideration												
1433	POCO-R920	-	Terry - 140 Rose St.	Land Devt	Prelim/Final							
1425	POCO-R0680	-	Brookdale Spa (9/9/24)	Land Devt	Prelim/Final	12/8/2024	11/12/2024	12/2/2024		9/9/2024		
1358	POCO-R0730	1630006R1	Tannersville Point Apartments (2023) (6/10/24)	Land Devt/Lot Consolidation	Prelim/Final	12/31/2024	12/9/2024	12/16/2024	7/3/2024	9/9/2024		Extension to 12/31 rec'd 8/8
1423	POCO-R0614	-	Brookstead Apartments (5/13/24)	Land Devt	Prelim/Final	12/9/2024	11/12/2024	12/2/2024	10/1/2024	9/9/2024		120 day extension rec'd 7/2
1401	POCO-R0630	2330223R	611 Land Development - Dual Brand Hotel LD (4/8/24)	Land Devt	Prelim	11/14/2024	10/15/2024	11/4/2024	5/7/2024	9/9/2024		65 day extension from 9/10 rec'd on 8/8
1424	POCO-R0660	-	1124 Sky View Dr. Monopine Tower (4/8/24)	Land Devt	Prelim	11/4/2024	10/15/2024	11/4/2024	8/15/2024	9/9/2024		120 day extension rec'd 5/15/24

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1414	POCO-R0612	2330220R	135 Warner Rd. (Schliers Towing) (2/12/24)	Land Devt	Prelim	3/9/2025	2/10/2025	3/13/2025	2/23/2024	9/9/2024		6 month extension rec'd 8/8/24
1369	POCO-R0617	2130150R	Cranberry Creek Apartments (7/25/22)	Land Devt	Prelim/Final	11/13/2024	10/15/2024	11/4/2024	1/25/2024	9/9/2024		90 day extension rec'd 7/2
1387	-	2130161R	Alaska Pete's - 173 Camelback Road (4/10/23)	Land Devt	Prelim/Final	12/31/2024	12/9/2024	12/16/2024	4/27/2023	9/9/2024		
Land Development Waiver Applications Under Consideration												
	POCO-R0910		MTG Investment Properties (3199 Rte. 611)	Waiver	-	N/A			9/16/2024			Rec'd 8/29/24
	Pending		Sanofi B53 Exterior Freezer Replacement	Waiver	-	N/A						Rec'd 9/30/24

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Pending BOC Decision												
1429	POCO-R0780	-	Fountain Court Lot Combination	Lot Comb.	Final				9/25/2024		N/A	
1432	POCO-R0880	-	Nelson Lot Consolidation (2219 Light Court)	Lot Comb.	Final				9/23/2024		N/A	
Special Exceptions, Conditional Use												
		2330229R	SBR Towers X, LLC (1124 Sky View Drive)	Special Exception					8/14/2023			
		2330234R	Camelback East/West Telecommunications Facilities	Special Exception					11/9/2023			
Pending Item List for Planning Commission												
Pending Item List for Board of Commissioners												

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CONDITIONAL PRELIMINARY APPROVAL													
1373	POCO-R0616	2130141R	CORE 5-Warner Road Warehouse (Prelim. Plan) (4/26/21)	Commercial Land Dev't	Prelim	8/13/2024	Cond. <u>Preliminary</u> Approval 2/28/22	Cond. <u>Preliminary</u> 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. <u>Preliminary</u> Approval 9/11/23	Cond. <u>Preliminary</u> Approval 9/18/23					
1361		2230174R	Westhill Villas (1/24/22)	Land Dev't	Prelim/Final	9/7/2023	Cond. <u>Preliminary</u> Approval 9/11/23	Cond. <u>Preliminary</u> Approval 9/18/23					
PRD TENTATIVE PLAN APPROVAL													
1368		2130154R	The Ridge PRD (Application Rec'd 10/23/23)	PRD	Tentative	Planning Rvw 11/17/23		Tentative Plan Approved 11/16/24					
CONDITIONAL FINAL OR PRELIM/FINAL APPROVAL - NOT RECORDED													
1331			Sanoff Pasteur Discovery Drive Turn Lane (10/24/16)	Commercial Land Dev't	Prelim/Final	3/10/2017	Recommended for Approval 3/13/2017	Approved 4/3/2017	4/3/2018				
1334		1130264R	Sanoff Pasteur Discovery Drive Turn Widening (12/12/16)	Commercial Land Dev't	Prelim/Final	5/5/2017	Recommended for Approval 5/8/2017	Approved 6/5/2017	6/5/2018				
1341		1730043R	SAPA Poconos Hospitality	Land Dev't	Prelim/Final	7/19/2022		Conditional Approval 12/18/17	Approval Extended to 4/17/25				
1313		1730051R	Running Lane Hotel Land Dev't (8/14/17)	Commercial Land Dev't	Prelim/Final	3/19/2020	Recommended for Approval 7/23/2018	Approved 4/16/2020	Approval Extended to 2/6/25	8/6/2024	11/6/2024		Extension Requested 1/25/24
1362		1930083R	Sanoff Pasteur Perimeter Protection Phase II (4/22/19)	Commercial Land Dev't	Prelim/Final	11/7/2019	Recommended for Approval 12/9/2019	Approved 7/20/2020	7/20/2021				
1371		1630006R	Tannersville Point Apartments (10/22/18)	Residential Land Dev't	Prelim/Final	2/21/2019	Recommended for Approval 2/25/19						
1383		2130157R	Sanoff Pasteur B-55 VD12 Loading Dock Addition (8/9/21)	Commercial Land Dev't	Prelim/Final	11/16/2021	Conditional Approval 11/22/21	Conditional Approval 12/6/21	12/6/2022				
1392	N/A	2130169R	3101 Route 611 (Joe Ronco)	Minor Sub	Final	3/23/2022	Conditional Approval 4/11/2022	Conditional Approval 4/18/22	4/18/2023				
1398		2230178R	Grossi Major Subdivision (3/28/22)	Major Sub	Prelim/Final	7/10/2023	Conditional Approval 7/10/23	Conditional Approval 11/6/23	11/6/2024	5/6/2024	8/6/2024		Extension Requested
1400	POCO-R0611	2230185R	Neighborhood Hospital Golden Slipper Rd (Embree) (6/27/22)	Land Dev't	Prelim/Final	4/8/2024	Conditional Approval 10/10/23	Conditional Approval 10/18/23	10/18/2024	4/18/2024	7/18/2024		
1412	POCO-R0620	2330209R	GWL Employee Housing (4/10/23)	Land Dev't	Final	8/1/2023	Conditional Approval 7/10/23	Conditional Approval 8/21/23	8/21/2024	2/21/2024	5/21/2024		Project not moving forward per owner
1415	POCO-R0629	2230198R	Ette Development Wawa (10/10/23)	Land Dev't	Prelim/Final	8/20/2024	Conditional Approval 4/8/24	Conditional Approval 5/6/24	5/6/2025	11/6/2024	2/6/2025		
1419	POCO-R0623	2330233R	MCTI Conference Center Addition & Consolid. (10/10/23)	Land Dev't & Lot Consolid.	Prelim/Final	5/13/2024	Conditional Approval 3/1/24	Conditional Approval 3/18/24	3/18/2025	9/18/2024	12/18/2024		
1427	POCO-R0760	-	Wehr Lot Joinder	Lot Joinder	Final	8/19/2024	N/A	Approved 9/3/24	9/3/2025	3/3/2025	6/3/2025		

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1428	POCO-R0770	-	Amazing Pocomo Properties Lot Combination	Lot Comb.	Final	8/16/2024	N/A	Approved 9/3/24	9/3/2025	3/3/2025	6/3/2025		
1430	POCO-R0820	-	Sanoff Building 57 Addition (7/8/24)	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		
1431	POCO-R0810	-	Iroquois Ridge/Baick Minor Subdivision (Sullivan Trail) (7/8/Minor Sub	Minor Sub	Final	9/5/2024	Conditional Approval 9/9/24	Approved 9/16/24	9/16/2025	3/16/2025	6/16/2025		

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RECORDED													
1277	POCO-R0627	1330276B	Trapasso Hotel (1/24/22)	Land Devt	Prelim/Final	2/16/2022	Conditional Approval 3/1/4/22	Conditional Approval 3/21/22				9/2022	
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				10/2021	
1385	N/A	2130163R	Vassallo Est. Minor/Lot Consolidation (10/12/21)	Minor Sub	Final	3/23/2022	Conditional Approval 4/11/2022	Conditional Approval 5/2/22				2/6/24	
1390		2130168R	Sanofi Pasteur B83 Cold Storage (11/22/21)	Commercial Land 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				3/2022	
1393	POCO-R0625	2230179R	Cherry Lane Dev't Partners (Wawa-Tamersville Inn) (8/8/21)	Land Devt	Prelim/Final	12/21/2022	Conditional Approval 1/8/23	Conditional Approval 2/6/23				10/17/23	
1394	N/A	2130173R	Steele's Warehouse Addition (1/10/22)	Commercial Land Dev't	Final	3/24/2022	Conditional Approval 3/28/2022	Conditional Approval 4/4/22				8/2022	
1397	N/A	2230176R	Larson Resubdivision of Brookdale Road (2/28/22)	Minor Sub	Final	5/18/2022	Conditional Approval 5/23/2022	Conditional Approval 6/6/22				12/2022	
1399	N/A	2230184R	Coover Minor Subdiv./Lot Line Adjustment (5/9/22)	Minor Sub	Final	10/6/2022	Conditional Approval 10/11/22	Conditional Approval 10/17/22				12/2022	
1401	N/A	2230205R	Tamersville 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	11/17/2023	Conditional Approval 1/23/23	Conditional Approval 2/6/23				8/17/23	
1413	N/A	2330216R	BAD Properties/Fellins (5/8/23)	Minor Sub	Final	6/6/2023	Conditional Approval 6/12/23	Conditional Approval 8/19/23				8/30/23	
1418	N/A	2330231R	Farda Realty SR 0715 (9/11/23)	Minor Sub.	Final	9/18/2023	Conditional Approval 10/10/23	Conditional Approval 10/18/23				10/31/23	
1420	POCO-R0628	2330238R	Youngken Lot Consolidation	Lot Consol'd	Final	3/25/2024	N/A	Conditional Approval 4/1/24				9/24/2024	

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

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DENIED													
1272	N/A	1130255E	Kopeison 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	Zitto & 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													
													Notification 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 5/1/2023
1406	N/A	2230193R	Core 5 Stadden Road Warehouse (8/8/22)	Land Devt	Prelim	10/6/2022							
1411	N/A	2230185R2	1328 Golden Slipper Road Minor Sub (1/9/23)	Minor Sub	Final	1/10/2023							Application Withdrawn