

**MOUNT POCONO PLANNING COMMISSION  
RE-ORGANIZATION & REGULAR MEETING MINUTES  
WEDNESDAY, FEBRUARY 21, 2018  
7:00 P.M.**

Mr. K. Kirkwood opened the Regular Meeting at 7:00 P.M. with the following members present: Commissioners R. Dorkoski, N. DeLano, V. Misuraca; M. Penn; and, H. Velasco. Also present were Solicitor H. C. Connor and Planning Commission Recording Secretary D. Jackowski.

Commissioner B. Harper arrived at 7:04 P.M.

Borough Engineer C. Niclaus was absent.

Representing Borough Council were Councilmembers D. Casole and S. Stewart-Keeler.

In the audience were: Ernest and Deborah Rath of 6 Heath Lane; Mowbrey McKinley-Green of 16 Stonegate Drive; and, Tom Ford of 67 Center Avenue.

Pledge of Allegiance was said by all.

### **RE-ORGANIZATION**

#### **Nominations**

Solicitor H. C. Connor asked for nominations for Chairman of the Planning Commission.

Commissioner R. Dorkoski moved to nominate Kevin Kirkwood to be the Planning Commission Chairman for 2018. Commissioner N. DeLano seconded. Solicitor H. C. Connor asked if there were any other nominations for Chairman.

Solicitor H. C. Connor asked one (1) more time if there were any more nominations for this position. There being none, Solicitor H. C. Connor closed the nominations for Planning Commission Chairman. Motion carried unanimously.

Solicitor H. Connor turned the gavel over to Chairman K. Kirkwood.

Chairman K. Kirkwood asked for nominations for Planning Commission Vice Chair.

Commissioner N. DeLano moved to nominate Rich Dorkoski for Planning Commission Vice Chair. Commissioner V. Misuraca seconded. Chairman K. Kirkwood asked if there were any more nominations for this position. There being none., motion carried unanimously.

Chairman K. Kirkwood asked for nominations for Planning Commission Secretary.

Vice Chair R. Dorkoski moved nominate Commissioner Norman DeLano for Planning Commission Secretary. Commissioner B. Harper seconded. Chairman K. Kirkwood asked if there were any more nominations for this position. There being none, motion carried unanimously.

Chairman K. Kirkwood discussed that due to several Planning Commission members attend the Borough Council meeting regularly a liaison would not be needed. As far as the Zoning Hearing Board Liaison, he suggested that anyone that can attend should do so, then there would not be a need for liaison.

### **PRELIMINARY ANNOUNCEMENTS**

At this time Chairman K. Kirkwood acknowledged two (2) new members to the Planning Commission: Haynes Velasco and Michael Penn.

Commissioner H. Velasco stated that he has been in the Borough for approximately a year and works at

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Sanofi and he is also with New York Army National Guard. He stated that the reason he volunteered to be on the Planning Commission was to get involved with the community.

Commissioner M. Penn stated that he is in Science Publishing and the he too wanted to get involved with the Borough. He noted that he is also on Mount Pocono Municipal Authority Board.

Chairman K. Kirkwood welcomed the two (2) new members to the Planning Commission. He briefly explained the purpose of the Planning Commission. He noted that everyone should vote on any motion and that the only time anyone is able to abstain is when there would be a conflict of interest or there would be financial interest.

**APPROVAL OF MINUTES**

Vice Chair R. Dorkoski moved to accept the Regular Meeting minutes of Wednesday, November 15, 2017 as presented. Commissioner N. DeLano seconded. Motion carried unanimously.

**2017 ANNUAL REPORT**

Chairman K. Kirkwood asked the Recording Secretary D. Jackowski to review the 2017 Annual Report with the Planning Commission.

Let it be noted that there was a duplicate entry that will be deleted from the Annual Report before presenting it to Borough Council. Vice Chair R. Dorkoski moved to send the Planning Commission's 2017 Annual Report with the minor correction to Borough Council. Commissioner B. Harper seconded. Motion carried unanimously.

**OLD BUSINESS**

None

**NEW BUSINESS**

**Cosgrove (Maurrocks) 67 Center Avenue – Conditional Use**

On behalf of the new Planning Commission members, Solicitor H. C. Connor explained the procedure of a Conditional Use and why the Planning Commission would hear. He explained that the Planning Commission is only a recommending body that would aid the Borough Council to make a decision.

It was confirmed that the Applicant properly notified neighboring property owners as per the Borough's Ordinance.

The Applicant stated that there will be three (3) bedrooms on the main level with their living quarters on the second floor and he confirmed that only breakfast would be served.

Some of the concerns/ questions from the audience were as follows:

- Allocation of sewage available.
- Sewage overflow onto other properties.
- Serving food allowed.
- Noise from the guests.

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Councilmember D. Casole asked the Planning Commission to consider the following conditions:

- That the Bed & Breakfast should add the Borough of Mount Pocono as an additional insured to their certificate of liability insurance and a copy of such certificate be filed yearly in the Borough offices.
- The Applicant submit an application to the Mount Pocono Sewer Authority to change his account from residential to commercial, of which the Applicant agreed to do so.

Chairman K. Kirkwood acknowledged the concerns, however some of these concerns have been addressed prior to passing the Amendment to allow Bed & Breakfasts in R1 District with conditions as stated in the amended Ordinance. He noted that he would like to look at the current Ordinance regarding Bed & Breakfasts and would ask Borough Council to allow the Planning Commission to review said Ordinance.

At this time, Chairman K. Kirkwood asked the Planning Commission if there are any conditions that they would like to recommend to Borough Council.

Vice Chair R. Dorkoski questioned the Applicant if there will be any signage.

The Applicant responded that there was no plan for any and he added that there will be no more than two (2) guests in each bedroom.

Vice Chair R. Dorkoski moved to recommend to Borough Council that no conditions are needed for this conditional use. Commissioner B. Harper seconded. Motion carried unanimously.

#### **DISCUSSION**

Vice Chair R. Dorkoski discussed with the Planning Commission two (2) projects that recently came before the Board:

- The short-term rental at Nittany Court is still vacant and dilapidated. Also, that it's listed for sale as the "only short-term rental available in Monroe County".
- The Mt. Pocono LLC, McDonald's that was before the Planning Commission to consolidate two (2) lots is for sale.

#### **PROJECT UPDATES**

##### **Hirshland**

Planning Commission Recording Secretary D. Jackowski updated the Planning Commission regarding the Hirshland project, by stating that Mr. Hirshland's engineer contacted the Borough offices inquiring that they may be submitting a plan for a Taco Bell and was wondering the procedure. After conferring with Solicitor J. Fareri the engineer was informed that original submission has expired and that new plans would need to be submitted and would have to start the submission from the beginning.

It was agreed that this item will be taken off the agenda.

#### **LIAISON REPORTS**

##### **Borough Council**

None

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**Zoning Hearing Board**

None

**PUBLIC PARTICIPATION**

None

There being no public participation and no further business coming before the Planning Commission, Vice Chair R. Dorkoski moved to adjourn at 8:35 P.M. Commissioner V. Misuraca seconded. Motion carried unanimously.

Respectfully submitted,

Diana Jackowski  
Planning Commission Recording Secretary