

MINUTES
December 22, 2020
Milford Township Planning Commission Zoom Meeting
7:00 p.m.

A meeting of Milford Township Planning Board was called to order at 7:00 P.M. by Chairman Robert DiLorenzo through a Zoom call, the contact information for which had been advertised in advance in the Pike County Dispatch. Also present in this Zoom meeting were Members Kevin Stroyan (Vice Chairman), Peggy Emanuel, Ray Willis, Patrick McCarthy, Solicitor Thomas Farley, and Secretary Shahana Shamim.

Review of Meeting Minutes: Mr. Stroyan added some minor corrections to the suggested minutes of December 2, 2020 workshop. Peggy Emanuel made a motion to accept the minutes with those corrections, Mr. DiLorenzo seconded, and it passed unanimously. Members asked the Secretary to present the minutes of November 24, 2020 meeting to the next meeting, as they did not get to review those minutes as of then.

Mr. Stroyan said that DEPG's informal presentation could be removed from the agenda, as they did not contact the office since the last meeting. He also suggested removing the Water Shed Protection Plan, Emergency Management Plan, making Zoning Map official, and Section 409.6 from the agenda. He added that zoning ordinance term definitions could be eliminated from the agenda, as Mr. Shepstone did not send definitions for those terms to the office. He made a motion to eliminate these items from that night's agenda, Peggy Emanuel seconded, and it passed.

County Planning: Mr. DiLorenzo said that Mr. Mrozinski had sent a letter informing that there was an opening in the Pike County Planning Commission. He continued that they had asked for up to three nominees for serving as the Member of Pike County Planning Commission, and the new appointee would serve this vacant position until 12-31-2022. They had also sought nominations from Blooming Grove, Milford Borough, and Westfall Township. Resumes and a list of their credentials of these nominees will have to be provided. The designee has to be interested and qualified to assist and guide the County for the growth by following the guidelines. Members meet via zoom on Mondays at 3:00 P.M., and a regular attendance would be required for ensuring the quorum. Mr. Stroyan said that there was a Supervisors' meeting the previous night, and they had asked the Planning Board to discuss this matter. He continued that a resident of this township would need to be recruited, and that could be done at the next workshop. The County Planning Commission reviews Land development and other applications from all municipalities under the supervision of Mr. Mrozinski. They also make sure that grants and other programs are available to all Municipalities. Mr. Stroyan asked the Secretary to ask the Supervisors if the Planning Board could continue holding workshops in the year 2021. The Solicitor confirmed that the Supervisors could allow that in their reorganization meeting, which was scheduled to be held on January 4, 2021.

Informal Plan Review for Addition to Econopak (Cookie factory): Mr. John Fuller, the professional engineer, said that this factory was getting ready for a large expansion, and a full application would be provided the following month. It is an 80,000 square foot warehouse, and it is abutted by Route 6 & 209 and Old Milford Road. Another five acres would be incorporated into this land, and 125,000 (=250 feet X 500 feet) square feet would be added to the existing

warehouse, which needs more storage space. The back of the property, where no residents live, is steep. A total of five lots would be consolidated into 21 acres, and a portion of these acres would be left for vegetation. This is a major addition, and they probably won't make any other additions in the next decade. The loading area would be at the front. The land behind the existing building is elevated, and hence of the proposed building would be visible from Route 6 & 209. Loading trucks would use Pocono Drive, which is a private road and owned by two entities, for egress. This road does not have any deed restrictions for types of vehicles. The existing bay doors will be kept, and two more bridge walkways would be added between buildings. A connection would be maintained between the existing warehouse and the proposed storage space.

Mr. Stroyan commented that that deed for Pocono Drive needed to be researched, as the use for that road was being changed. The Solicitor inquired who lived on the other side of this road. Mr. Stroyan replied that formerly a bank owned the other side of this road, and CDD is there now. The Solicitor added that each entity is responsible for the maintenance of this road, and these owners may not be happy about their increase in the maintenance cost, which would be caused by new truck traffic. He added that a title search and a maintenance agreement for this road needed to be done. Mr. Willis added that that road may not be wide enough for truck turns either. Mr. Fuller replied that that road did not have wide shoulders, and the width of that road is about 11'. Mr. Stroyan added that PennDOT might require it to be one-way traffic on the site.

Mr. Fuller said that the current lot coverage was 34%, and with the proposed addition, it would be 44% after combining the two lots. The Solicitor commented that the proposed addition is following this ordinance, as according to the Zoning Ordinance # 414.4, the allowed lot coverage is not more than 65%. Mr. Fuller continued that the length of the existing warehouse is about 400', and there would be four bay doors for those trucks. The pond, which was for fire protections, was eliminated when the water system was upgraded. Mr. DiLorenzo commented that the emergency entrance door was not accessible. Mr. Fuller replied that the applicant was prepared to upgrade that entrance this time. Mr. Stroyan commented that this upgrade should have been done already, but it was neglected by the property owner. He added that this matter needed to be included into the list of conditions.

Mr. DiLorenzo said that the existing septic was upgraded five years ago, as they had hired a lot of employees back then. He inquired if more employees would be hired after this massive upgrade is done. Mr. Fuller replied that he would check with the business owner for an answer. Mr. Stroyan asked the Secretary to provide the existing conditional uses of this business to all Members. He commented that walkway bridges were done in the past, it was a lengthy process with the gas company, and hence the gas company should be contacted for constructing these walkway bridges. He asked the Secretary to research past correspondences with the gas company. He commented that vegetation needed to be added as much as possible, and the number of trucks that would be visible at a time should be clarified. He continued that it was an informal presentation, and hence the time for the application won't start until a formal application is accepted. Mr. Willis commented that there was a gas pipe under the walkway bridges. Mr. Stroyan added that UGI should be contacted before constructing those walkway bridges. He continued that the property owner could be encouraged to make the trucks stay on Route 6 & 209 instead of using Milford Borough to get onto 84. According to the Supervisors, it cannot be enforced. A lot of residents live in the Borough, and these trucks use their jake brakes. Mr. Fuller thanked Members for giving their feedback, and he said that all the feedback would be incorporated into the final drawing.

Ray's Auto: Mr. Ray Willis recused himself from the board to explain his proposed addition into his business. He explained that it is a truck repair business at 104 Ironwood Court in Schocopee Road, and the complete application would be submitted before the January meeting. The existing repair shop is the largest of the three existing buildings, and the driveway comes off of Schocopee Road. The body shop facility of this business has become busier, and he needed to expand it. There would be two additions, one on either side of the building. One addition would be for the waiting office (customer care, restroom, etc.), and the other one would be for the shop. These additions would be about 600 sq ft and 1,000 sq ft. A couple of parking spots will need to be taken for this addition, but there won't be any parking losses in total, as some parking spaces were added a few years ago. The existing body shop would be extended, but no extra services would be added. There is enough parking, and the lot coverage is less than 25%. The size of the existing building was increasing, and hence it was not a land development application.

Memorandum from Mr. Shepstone – Comprehensive Plan Update Needs: The Solicitor said that Mr. Shepstone had sent this Memorandum on December 1st, and it includes some ideas for updating the comprehensive plan. Mr. DiLorenzo said that this item would be discussed at next month's meeting, as Members did not get to review this memorandum.

Sewage Project – Act 537 Plan Draft: Mr. DiLorenzo said that the comments, concerns, and questions regarding this Draft was documented and sent to the Solicitor and to all Members. The Solicitor commented that changing the word "SHALL" to "MAY" for the OLDS was a very good point. Mr. Willis suggested combining the points #37 and #45, and the points #18 and #48, as these pairs looked very similar. Mr. DiLorenzo commented that point #18 stated that this Planning Board had commented that according to Milford Borough there would be no tapping fees, whereas the point # 48 referenced that there was actually a tapping fee, which was \$1,600. Mr. Stroyan added that a definition of a manhole needed to be inquired into the point #37, and he made a motion for this ratification. He made another motion to forward these ratified comments, concerns, and questions to Milford Township Board of Supervisors, Boards of Supervisors and Planning Commissions of Matamoras Borough, Westfall Township, Milford Borough, Department of Environmental Protection (DEP), Delaware River Basin Commission (DRBC), HRG Engineering Firm, Westfall Municipal Authority, Milford Municipal Authority, and County Planning. He asked to include in a note that this is a continuing process, this is not a closed document, and all parties can add their comments to it. Peggy Emanuel seconded his motions, and those passed unanimously.

Zoning Map – Making it Official: The Solicitor said that there are three pages in the Municipal Planning Codes regarding the zoning map. He added that Pike County Planning and two adjacent municipalities have to be given 45 days for their review before making the zoning map official. He said that he would send this information to the Secretary. Mr. DiLorenzo said that the township zoning map existed in the office somewhere, and he asked her to look for it. Mr. Stroyan asked her to ask Pike County Planning and the Mapping Office about what they have. He also suggested inquiring to Mr. Spatz, as he had added township's zoning map into the draft of Act 537 Plan.

Public Participation/Discussions

There was no other business or executive session needed, so at 8:40 P.M., Bob DiLorenzo made a motion to adjourn the meeting, Peggy Emanuel seconded, and it passed unanimously.

Respectfully,

Shahana Shamim

Secretary