

Penn Forest Township  
2010 State Route 903  
Planning Commission Agenda  
June 22, 2026

**PLACE OF MEETING**

Penn Forest Township  
2010 State Route 903  
Jim Thorpe, Pa 18229

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ATTENDANCE:**

James Denier, Member	Chris Rau, Member
Stacy Venetos, Chairman	Henry Doll, Member
Jessica Seersma, Vice Chairman	Aimee Paparozzi, Secretary
Rock Stahovic, Rep. of BIA, Twsp. Engineer	

**ACCEPTANCE OF MINUTES**

JD \_\_\_\_\_ CR \_\_\_\_\_ SV \_\_\_\_\_ HD \_\_\_\_\_ JS \_\_\_\_\_

**Accept Letters of Proposed Correspondence Conduct**

JD \_\_\_\_\_ CR \_\_\_\_\_ SV \_\_\_\_\_ HD \_\_\_\_\_ JS \_\_\_\_\_ MOTION: \_\_\_\_\_

**OLD BUSINESS**

- **Proposed Reverse Subdivision and Land Development for Parcels 51-51-A8.03 & 51-51-A8.04- P-24-9- Mazzella-** Received an NPDES public notice, 2 NPDES packets, and a DEP letter. **Is has an extension**

until September 30, 2026. BOS only approved through September.  
Requested updates on progress of project.

**WAIVER**-From section 210-14.E11: Waive submission of Traffic Impact Study.

**JD**\_\_\_\_ **CR**\_\_\_\_ **SV**\_\_\_\_ **HD**\_\_\_\_ **JS**\_\_\_\_\_

**WAIVER**-From sections 210-7, 210-8, 210-9, 210-10: Waive separate submissions of Preliminary and Final Plan and accept submission as Preliminary/Final Plan.

**JD**\_\_\_\_ **CR**\_\_\_\_ **SV**\_\_\_\_ **HD**\_\_\_\_ **JS**\_\_\_\_\_

**WAIVER**-From section 210-19.G(3)(a): To not install curbing on the access drives to lots.

**JD**\_\_\_\_ **CR**\_\_\_\_ **SV**\_\_\_\_ **HD**\_\_\_\_ **JS**\_\_\_\_\_

**WAIVER**-To not provide three feet of separation from the BMP invert to the seasonal high water table.

**JD**\_\_\_\_ **CR**\_\_\_\_ **SV**\_\_\_\_ **HD**\_\_\_\_ **JS**\_\_\_\_\_

**TABLE / CONDITIONAL APPROVAL**

**JD**\_\_\_\_ **CR**\_\_\_\_ **SV**\_\_\_\_ **HD**\_\_\_\_ **JS**\_\_\_\_\_

- **Proposed Land Development for Parcel 51-51-A3.12- P-25-8-GULLONE**- Received proposed plans, owner authorization, deed, PennDOT application, letter of intent, environmental resources site design, letter, CCPC review, waiver requests, and review from Rock. Gullone has an extension until September 10, 2026.

**WAIVER**- From sections 210-8 and 210-10 to accept and review the subdivision plan entitled Gullone Plaza as a preliminary/final plan as outlined in the Penn Forest SALDO.

JD \_\_\_\_\_ CR \_\_\_\_\_ SV \_\_\_\_\_ HD \_\_\_\_\_ JS \_\_\_\_\_

**WAIVER-** From section 210-14.F(11) requiring a traffic impact study. PennDOT does not require a traffic impact study, and therefore, we request that the township also not require a study.

JD \_\_\_\_\_ CR \_\_\_\_\_ SV \_\_\_\_\_ HD \_\_\_\_\_ JS \_\_\_\_\_

**TABLE / CONDITIONAL APPROVAL**

JD \_\_\_\_\_ CR \_\_\_\_\_ SV \_\_\_\_\_ HD \_\_\_\_\_ JS \_\_\_\_\_

- **Proposed Reverse Subdivision and Land Development for Parcels 12A-51-AP300, 12A-51-AP321, & 12A-51-AP323-P-25-16-KOCHER-** Received proposed plans, deeds, a waiver, and an authorization letter. Kocher has an extension until , July 27, 2026.

**WAIVER** From section 210-16.C(29) – Requiring proposed locations of wells, subsurface disposal fields and alternate fields, and percolation test holes to be provided on the plan. Waiver requested, no new construction is being proposed at the time of this lot joinder.

JD \_\_\_\_\_ CR \_\_\_\_\_ SV \_\_\_\_\_ HD \_\_\_\_\_ JS \_\_\_\_\_

**WAIVER-**Request for planning waiver and non-building declaration. This states they will use it for recreational use only.

JD \_\_\_\_\_ CR \_\_\_\_\_ SV \_\_\_\_\_ HD \_\_\_\_\_ JS \_\_\_\_\_

**TABLE / CONDITIONAL APPROVAL**

JD \_\_\_\_\_ CR \_\_\_\_\_ SV \_\_\_\_\_ HD \_\_\_\_\_ JS \_\_\_\_\_

- **Proposed Plans for Land Development-P-25-20-POCONO CAMP AND GLAMP- 51-51-A2-** Received proposed plans, deed of property/properties, preliminary plan checklist, final plan checklist, agent authorization form, relief request letter, waiver request letter,

Carbon County Planning Commission submitted application. Pocono Camp and Glamp has an extension until July 27, 2026.

**WAIVER Subsection 210-7. and 210-9. Preliminary/Final Plans**

Given the minor nature of the project, we are requesting a waiver to make a Preliminary/  
Final Plan submission.

**WAIVER Subsection 210-14.A. and B. Plan Scale and Size**

Given the size of the site and adjoining properties we have used a 30 X 42 sheet for the plan set as well as a scale of 200 on Sheet 2 to be able to show enough detail.

**WAIVER Subsection 210-14.D.(15) Easements/Rights-of-Way**

There are no easements nor rights-of-way within the campground.

**WAIVER Subsection 210-14.G.(4) and (6) Phasing/Proposed Subdivision**

The proposal is a stand-alone phase and future subdivisions/phases are unknown at this time.

**WAIVER Subsection 210-19.G.(3), (4), (5) and (6) Access Roads/Driveways**

The existing access roads/driveways within the campground have existed for many years and are not proposed to be modified.

**WAIVER Subsection 210-26.D. Lighting Standards**

Since this is a campground, standard lighting requirements do not apply. However, existing lighting will be supplemented, where required, to adequately illuminate common and critical areas.

**WAIVER Subsection 210-15.D.(7), (8) and (9) and 210-27., 28., 29. And 30. Improvements Requirements RELIEF REQUESTS**

Since all improvements will remain private and not be dedicated, the applicant requests a waiver of these provisions.

Subsections that do not apply to our proposed project (relief requests):

**Subsection 210-14. G.(2)(e) Environmental Resources Site Design**

**Assessment** Since this is an existing campground within which existing footprint improvements are proposed, a site assessment serves no purpose.

JD \_\_\_\_\_ CR \_\_\_\_\_ SV \_\_\_\_\_ HD \_\_\_\_\_ JS \_\_\_\_\_

**Subsection 210-14.G.(3) Landscape Plan** Since the property is completely wooded except for the existing campground footprint, a landscape plan is not required.

JD \_\_\_\_\_ CR \_\_\_\_\_ SV \_\_\_\_\_ HD \_\_\_\_\_ JS \_\_\_\_\_

**Subsection 210-14.G.(11) Traffic Impact Study** The campground has been existing for many years without any known traffic problems.

JD \_\_\_\_\_ CR \_\_\_\_\_ SV \_\_\_\_\_ HD \_\_\_\_\_ JS \_\_\_\_\_

**Subsection 210-15.C.(3) and (4) Lot Lines/Setbacks** There are no proposed lots with the corresponding setbacks.

JD \_\_\_\_\_ CR \_\_\_\_\_ SV \_\_\_\_\_ HD \_\_\_\_\_ JS \_\_\_\_\_

**Subsection 210-15.D.(5), (11) and (13) Improvements/Land Dedication & Outside Agency Approvals** There are no public improvements to be dedicated, no areas to be dedicated, no agencies providing water or sewer service to the project and no connection to a PennDOT road.

JD \_\_\_\_\_ CR \_\_\_\_\_ SV \_\_\_\_\_ HD \_\_\_\_\_ JS \_\_\_\_\_

**Subsection 210-19. Block/Lot Design Standards** There are no blocks nor lots proposed for the project.

JD \_\_\_\_\_ CR \_\_\_\_\_ SV \_\_\_\_\_ HD \_\_\_\_\_ JS \_\_\_\_\_

**Subsection 210-20. Street Design Standards** There are no proposed streets for the project.

JD \_\_\_\_\_ CR \_\_\_\_\_ SV \_\_\_\_\_ HD \_\_\_\_\_ JS \_\_\_\_\_

**Subsection 210-26.B. and E. Natural Feature Preservation/Open Space and Recreation** Since all proposed work is within the footprint of the existing campground, natural features are not impacted except where absolutely necessary and there is no open space nor recreation land proposed.

JD \_\_\_\_\_ CR \_\_\_\_\_ SV \_\_\_\_\_ HD \_\_\_\_\_ JS \_\_\_\_\_

**TABLE / CONDITIONAL APPROVAL**

JD \_\_\_\_\_ CR \_\_\_\_\_ SV \_\_\_\_\_ HD \_\_\_\_\_ JS \_\_\_\_\_

- **Proposed Reverse Subdivision-P-26-2-Passalaqua-37-51-A7.01, 37-51-A7.05, &37-51-A7.06-** Received proposed plans, property owners' authorization, deed of property/properties, required supplementary data, reports and studies, document LOT3-A (closure report), and pass deed. There are no waiver requests. **Passalaqua has an extension until July 30<sup>th</sup>, 2026.**

**TABLE / CONDITIONAL APPROVAL**

JD \_\_\_\_\_ CR \_\_\_\_\_ SV \_\_\_\_\_ HD \_\_\_\_\_ JS \_\_\_\_\_

- **Proposed Subdivision Plan P-26-5 Jane Neeb 53-51-A5.01& 53-13-B6-** Received proposed plans and deed of property/properties. **Jane Neeb has an extension until July 30, 2026.**

**TABLE / CONDITIONAL APPROVAL**

JD \_\_\_\_\_ CR \_\_\_\_\_ SV \_\_\_\_\_ HD \_\_\_\_\_ JS \_\_\_\_\_

- **Proposed Lot Joiner and Minor Subdivision P-26-10 Getz 11-51-A13, 11-51-A5, 11-51-A12, 11-51-A6 & 11-51-A7.05** Received proposed plans, deed of property/properties, required supplementary data, reports, and studies, lot 2 closure, and signed planning application.

There are no waiver requests. Getz is requesting an extension until July 27, 2026.

**TABLE / CONDITIONAL APPROVAL**

JD \_\_\_\_\_ CR \_\_\_\_\_ SV \_\_\_\_\_ HD \_\_\_\_\_ JS \_\_\_\_\_

- **Proposed Reverse Subdivision P-26-11 R&R Premier 22A-51-A41 & 22A-51-A42** Received proposed plans, property owner authorization, deed of property/properties, required supplementary data, reports, and studies. Existing LOT 42, proposed lot 41A, 162 map, FIRMETTE, septic report, RR Tract Legal Description, tax certs, and RR owner agent authorization form (signed). There are no waiver requests.

**TABLE / CONDITIONAL APPROVAL**

JD \_\_\_\_\_ CR \_\_\_\_\_ SV \_\_\_\_\_ HD \_\_\_\_\_ JS \_\_\_\_\_

- **Proposed Reverse Subdivision P-26-13 Irizarry 66A-51-C34 & 66A-51-E28** Received proposed plans, property owner authorization, and deed of property/properties. There are no waiver requests. Irizarry is requesting an extension through the month of August 2026.

**EXTENSION APPROVAL**

JD \_\_\_\_\_ CR \_\_\_\_\_ SV \_\_\_\_\_ HD \_\_\_\_\_ JS \_\_\_\_\_

**TABLE / CONDITIONAL APPROVAL**

JD \_\_\_\_\_ CR \_\_\_\_\_ SV \_\_\_\_\_ HD \_\_\_\_\_ JS \_\_\_\_\_

- **Proposed Reverse Subdivision P-26-16 Thomson 22A-51-D2054 & 22A-51-D2055** Received proposed plans, deed of property/properties, description of proposed lot, tax cert, final plan phase 4, firmette,

existing lots, proposed lot. Received letter from DEP. There are no waiver requests.

**TABLE / CONDITIONAL APPROVAL**

JD \_\_\_\_\_ CR \_\_\_\_\_ SV \_\_\_\_\_ HD \_\_\_\_\_ JS \_\_\_\_\_

**NEW BUSINESS**

- **Proposed Reverse Subdivision P-26-17 Robinson 22A-51-157LAN & 22A-51-158LAN** Received proposed plans, deed of property/properties, Bear Creek Lakes MB1-128 S31, Map Book 1 page 400 sheet 6, firette, Robinson legal description, land survey lot 157 and 158, proposed lot 157A, services agreement, tax certs. There are no waiver requests.

**TABLE / CONDITIONAL APPROVAL**

JD \_\_\_\_\_ CR \_\_\_\_\_ SV \_\_\_\_\_ HD \_\_\_\_\_ JS \_\_\_\_\_

- **Proposed Reverse Subdivision P-26-18 Menta 22A-51-EV1100 & 22A-51-EV1101** Received proposed plans, Deed of property/properties, final plan phase 5 – MB1-241 sheet 10 of 14, firmette, proposed lot description, tax certificate, survey of existing lots EV1100 and EV1101, proposed lot EV1100A, letter from DEP. There are no waiver requests.

**TABLE / CONDITIONAL APPROVAL**

JD \_\_\_\_\_ CR \_\_\_\_\_ SV \_\_\_\_\_ HD \_\_\_\_\_ JS \_\_\_\_\_

**MEETING AJOURNED TIME \_\_\_\_\_**

JD \_\_\_\_\_ CR \_\_\_\_\_ SV \_\_\_\_\_ HD \_\_\_\_\_ JS \_\_\_\_\_