

Penn Forest Township
2010 State Route 903
Planning Commission Agenda
September 28, 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_____

OLD BUSINESS

- **1. 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. Mazzella has resubmitted their application and included an Act 14 notification, a response letter, a land development plan set, a township storm report and mod request They are requesting 5 waivers. Mazzella is requesting an extension until December 30, 2026.

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

JD_____ CR_____ SV_____ HD_____ JS_____

2. **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_____

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

JD_____ CR_____ SV_____ HD_____ JS_____

4. **WAIVER**-Section 210-23.D(9)(b): To not provide three feet of separation from the BMP invert to the seasonal high water table.

JD_____ CR_____ SV_____ HD_____ JS_____

5. **WAIVER**-Section 210.26.B.3.d.4.a: Plant screening required around the perimeter.

JD_____ CR_____ SV_____ HD_____ JS_____

EXTENSION APPROVAL

JD_____ CR_____ SV_____ HD_____ JS_____

TABLE / CONDITIONAL APPROVAL

JD_____ CR_____ SV_____ HD_____ JS_____

- **2. 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 March 8, 2027.

1. **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_____

2. **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_____

- **3. 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 October 26, 2026.

1. **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_____

2. **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_____

- **4. 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 through the end of October 2026.

1. **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.

2. 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.

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

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

4. 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.

5. 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.

6. 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.

7. 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____

- **5. 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 October 30, 2026.

TABLE / CONDITIONAL APPROVAL

JD_____ CR_____ SV_____ HD_____ JS_____

- **6. Proposed Subdivision Plan P-26-5 Jane Neeb 53-51-A5.01& 53-13-B6-**
Received proposed plans and deed of property/properties. A second review letter from Carbon County has been submitted as well as a map of the parcel, and a driveway easement. Jane Neeb has an extension until October 30, 2026.

TABLE / CONDITIONAL APPROVAL

JD_____ CR_____ SV_____ HD_____ JS_____

- **7. 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 has an extension until October 26, 2026.

TABLE / CONDITIONAL APPROVAL

JD_____ CR_____ SV_____ HD_____ JS_____

NEW BUSINESS

Continued discussion: Jessica Seersma- A township comprehensive plan in accordance with the duties of the planning commission outlined in the Municipalities Planning Code-A community survey to gain input for a comprehensive plan.

MEETING AJOURNED TIME _____

JD_____ CR_____ SV_____ HD_____ JS_____