

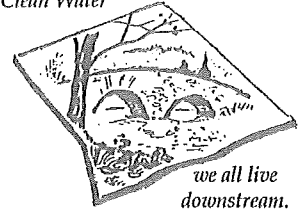
# Eldred Township Planning Commission

MONROE COUNTY, PENNSYLVANIA

Clean Water



**E. Ann Velopolcek**  
Secretary



## Planning Commission Minutes December 11, 2024

On Wednesday, December 11, 2024 the Eldred Township Planning Commission met in a regular meeting at the Eldred Township Municipal Building, 490 Kunkletown Rd. Kunkletown, PA.

**In Attendance:** In attendance were Robert Boileau, Chairman; Megan Yarashas, Scott Clark, Matthew Hosking and Solicitor Michael Gaul.

**Call to Order:** The meeting was called to order at 7:00 P.M. by Chairman Robert Boileau.

### **Approval of the Minutes:**

- There was a motion by Scott Clark and seconded by Megan Yarashas to approve the minutes of November 13, 2024. Motion carried (4-0).

**New Business:** New members- Mr. Boileau announced that there are still two vacancies on the Commission and asked the Planners to suggest replacements.

**Old Business:** Commercial Solar Farms.

Solicitor Gaul said there are two remaining issues, the removal of trees and the setbacks.

Solicitor Gaul said our current Zoning Ordinance already contains general provisions protecting water bodies, waterways, property line buffers and steep slopes. He added that if a specific proposed solar energy facility project warranted it, an environmental study could be required.

There was a lengthy discussion about the removal of trees, possible solutions.

Mr. Boileau favored either replanting of trees to offset trees being removed, but the planners did not see this as feasible.

A suggestion was made to remove a sentence from the proposed Ordinance regarding the removal of trees and replanting of replacements. Solicitor Gaul said, he

would do some research into the subject of preserving trees and their removal to see if he could attempt some language that would be acceptable.

With that:

- There was a motion by Megan Yarashas and seconded by Robert Boileau to approve a draft Ordinance as presented by the Solicitor with the revisions as above to the Board of Supervisors for consideration. Motion carried (4-0).

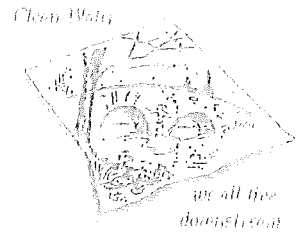
Respectfully submitted,

E. Ann Velopolcek, Recording Secretary



MUNICIPALITY OF ELDRÉD, PENNSYLVANIA

Aun Velopoleck  
Secretary



Planning Commission  
Minutes  
November 13, 2024

On Wednesday, November 13, 2024 the Eldred Township Planning Commission met in a regular meeting at 7:00 P.M. at the Eldred Township Municipal Building, 490 Kunkletown Rd., Kunkletown, Pa.

**In Attendance:** In attendance were Robert Boileau, Chairman James Leiding, Scott Clark, Matthew Hosking, and Solicitor Michael Gaul.

**Call to Order:** The meeting was called to order at 7:05 P.M. by Chairman Robert Boileau.

**Approval or Additions to the Agenda:** There were no additions to the Agenda.

**Public Comment on Non-Agenda Items:** There was no public comment.

**Announcement of Recording:** Mr. Boileau announced that the meeting was being recorded.

**Approval of Minutes:**

- There was a motion by Scott Clark and seconded by James Leiding to approve the minutes of October 9, 2024. Motion carried (4-0).

**New Business:** There was no New Business.

**Old Business:** The Frantz Subdivision extension expires on January 1, 2025. Solicitor Gaul requested the Secretary to obtain another extension letter to be approved at the next Township meeting.

**Review of Commercial Solar Farms, Use and Zoning Requirements**

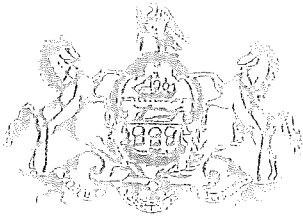
There was a lengthy discussion about the proposed document. Mr. Boileau presented some modifications of a few sections of the proposed Ordinance. After the discussion, Solicitor Gaul said he will review the changes and bring a revised document to the next meeting for further review.

**Adjournment:**

- There was a motion by Scott Clark and seconded by James Leiding to adjourn.  
Motion carried (4-0) Meeting adjourned at 8:35 P.M.

Respectfully Submitted,

E. Ann Velopolcek, Recording Secretary



COMMONWEALTH OF PENNSYLVANIA

Aim Velopolcek  
Secretary

Clear Water



Planning Commission  
Minutes  
October 9, 2024

On Wednesday, October 9, 2024 the Eldred Township Planning Commission met in a regular meeting at 7:00 P.M. at the Eldred Township Municipal Building, 490 Kunkletown Rd., Kunkletown, Pa.

**In Attendance:** In attendance were Robert Boileau, Chairman James Leiding, Scott Clark, Matthew Hosking, Megan Yarashas and Solicitor Michael Gaul.

**Call to Order:** The meeting was called to order at 7:00 P.M. by Chairman Robert Boileau.

**Approval or Additions to the Agenda:** There were no additions to the Agenda.

**Public Comment on Non-Agenda Items:** There was no public comment.

**Announcement of Recording:** Mr. Boileau announced that the meeting was being recorded.

**Approval of Minutes:**

- There was a motion by Scott Clark and seconded by James Leiding to approve the minutes of September 11, 2024. Motion carried (5-0).

**New Business:** There was no new business.

**Old Business:** Review of Commercial Solar Farms, Use and Zoning Requirements

Mr. Boileau mentioned that there is a bill pending in the State that deals with the decommissioning of Commercial Solar Facilities and their bonding.

Solicitor Gaul had 2 questions that needed clarity, what should be a maximum height for the towers and can this be a second principal Use. Since this would only affect the Industrial Zone, this might not be an issue but. Solicitor Gaul thought, for clarity it might be a good idea to include it.

There was some discussion about what constitutes abandonment/non-use and who determines that.

Solicitor Gaul stated that he will finalize the language and bring the revised document to the next meeting. Solicitor Gaul asked the Planners to send him any additional comments, additions, or change requests by Friday, November 8<sup>th</sup>.

**Frantz Minor Subdivision, Jonathan Shupp, Representing:** Approved Extension Date (1/1/2025)- No Action

Public Comment: There was no Public Comment at this time.

Adjournment: There being no further business:

- There was a motion by Megan Yarashas and seconded by James Leiding to adjourn. Motion carried (5-0). Meeting adjourned at 8:05 P.M.

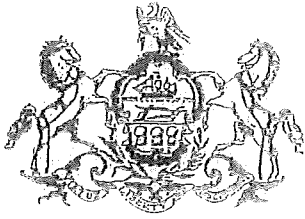
Respectfully submitted,

E. Ann Velopolcek

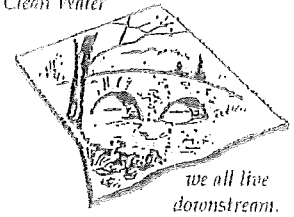
# Eldred Township Planning Commission

MONROE COUNTY, PENNSYLVANIA

Clean Water



Ann Velopolcek  
Secretary



## Planning Commission Minutes September 11, 2024

On Wednesday, September 11, 2024 the Eldred Township Planning Commission met in a regular meeting at 7:00 P.M. at the Eldred Township Municipal Building, 490 Kunkletown Rd., Kunkletown, Pa.

**In Attendance:** In attendance were: James Leiding, Scott Clark, Matthew Hosking, Solicitor Michael Gaul, and by phone, Robert Boileau, Chair.

**Call to Order:** The meeting was called to order at 7:00 P.M. by Chairman Robert Boileau.

**Approval or Additions to the Agenda:** There were no additions to the Agenda.

**Public Comment on Non-Agenda Items:** There was no public comment.

**Announcement of Recording:** Mr. Boileau announced that the meeting was being recorded.

### **Approval of Minutes:**

- There was a motion by James Leiding and seconded by Mathew Hosking to approve the minutes of July 10, 2024. Motion carried (4-0).

**New Business:** There was no new business.

Old Business: Review of Commercial Solar Farms, Use and Zoning Requirements; tabled for future discussion.

Final Review Ordinance- Warehouses/Truck Terminals:

- There was a motion by James Leiding and seconded by Matthew Hosking to approve a recommendation of the Planning Commission to the Board of Supervisors to enact the proposed Zoning Ordinance Amendment redefining warehouses and establishing regulations for the use. Motion carried (4-0).

Final Review Ordinance -Flea Markets

- There was a motion by Matthew Hosking and seconded by James Leiding to approve the recommendation of the Planning Commission to the Board of Supervisors to enact the proposed Zoning Ordinance Amendment clarifying that only an “Indoor” Flea Market is allowed by Special Exception in the Commercial Zone

Frantz Minor Subdivision, Jonathan Shupp, Representing:  
Approved Extension Date (1/1/2025): No action

**Public Comment:** There was no Public Comment at this time.

**Adjournment:** There being no further business:

- There was a motion by James Leiding and seconded by Matthew Hosking to adjourn. Motion carried. (4-1). Meeting adjourned at 7:10.P.M.

Respectfully submitted,

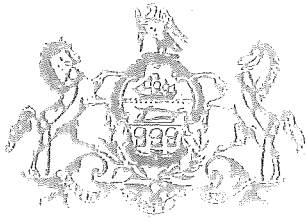
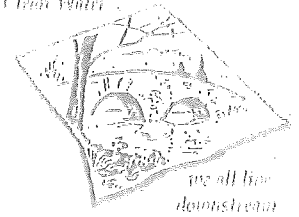
E. Ann Velopolcek, Recording Secretary



# Eldred Township Planning Commission

MONROE COUNTY, PENNSYLVANIA

Clean Water



Ann Velopolcek  
Secretary

## Planning Commission Minutes July 10, 2024

On Wednesday, July 10, 2024, the Eldred Township Planning Commission met in a regular meeting at 7:00 P.M. at the Eldred Township Municipal Building, 490 Kunkletown Rd., Kunkletown, Pa.

**In Attendance:** In attendance were Robert Boileau, Chairman; James Leiding, Scott Clark, Matthew Hosking, Brien Kocher, Township Engineer and Solicitor Michael Gaul. Also in attendance was Steven Dellinger, a Senior Planner at Hanover Engineering. Mr. Dellinger will offer his experiences on Commercial Solar Farms.

**Call to Order:** The meeting was called to order at 7:00 P.M. by Chairman Robert Boileau.

Due to the unexpected absence of recording secretary Ann Velopolcek, the consensus of the Planning Commission was that Chairman Boileau should act as the temporary recording secretary for the meeting.

**Approval or Additions to the Agenda:** There were no additions to the Agenda.

**Public Comment on Non-Agenda Items:** There was no public comment.

**Announcement of Recording:** Mr. Boileau announced that the meeting was not being recorded.

**Approval of Minutes:** June 11, 2024

- There was a motion by James Leiding and seconded by Scott Clark to approve the minutes of June 11, 2024. Motion carried (5-0).

**New Business:** There was no new business.

**Old Business:**

Chairman Boileau reported that the Planning Commission's proposed Warehouse Zoning Ordinance Amendment was submitted to the Board of Supervisors.

Chairman Boileau reported that the Frantz's had not made any new submission regarding their Minor Subdivision Plan. As a result, the Planning Commission did not need to consider the Plan at this meeting.

Review of Commercial Solar Farms, Use and Zoning and SALDO Requirements

There was a lengthy discussion concerning Solar Farms. Details of Eldred's current Zoning Ordinance Compilation were compared to other municipalities' ordinances. The consensus of the Planning Commission was for the Solicitor to prepare a draft Zoning Ordinance and SALDO amendments based on the recent Chestnuthill Township Solar Farm Ordinance amendments and Planners' comments at the meeting. The Planning Commission will then review and comment on the draft Ordinance amendments prior to their submission to the Board of Supervisors for consideration.

**Adjournment:**            There being no further business:

- There was a motion by Scott Clark and seconded by James Leiding to adjourn. Motion carried. Meeting adjourned at 8:08 P.M.

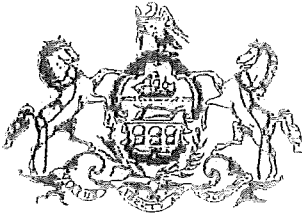
Respectfully submitted,

Robert Boileau  
Chairman, and Temporary Recording Secretary for meeting  
Eldred Township Planning Commission

# Eldred Township Planning Commission

MONROE COUNTY, PENNSYLVANIA

Clean Water



Ann Velopolcek  
Secretary

## Planning Commission Minutes June 12, 2024

On Wednesday, June 12, 2024 the Eldred Township Planning Commission met in a regular meeting at 7:00 P.M. at the Eldred Township Municipal Building, 490 Kunkletown Rd., Kunkletown, Pa.

**In Attendance:** In attendance were Robert Boileau, Chairman; James Leiding, Megan Yarashas, Alicia Greco Miers, Matthew Hosking. Brien Kocher, Engineer and Solicitor Michael Gaul.

**Call to Order:** The meeting was called to order at 7:00 P.M. by Chairman Robert Boileau.

**Approval or Additions to the Agenda:** There were no additions to the Agenda.

**Public Comment on Non-Agenda Items:** There was no public comment.

**Announcement of Recording:** Mr. Boileau announced that the meeting was being recorded.

**Approval of Minutes:** May 8, 2024

- There was a motion by James Leiding and seconded by Alicia Greco Miers to approve the minutes of May 8, 2024. Motion carried (5-0).

**New Business:** There was no new business.

**Old Business:** Review of Commercial Solar Farms, Use and Zoning Requirements

There was a lengthy discussion about land use regulation of Solar Farms. Solicitor Gaul presented topics that appear in the current Township Zoning Ordinance and other example ordinances. He asked the planners to comment on the following topics:

Fences

Landscaping requirements

Creating a SALDO requirement

Lot coverage/Impervious surface coverage

Shadowing

Storage facilities(Sheds/outbuildings)

Appropriate Zones

Second Principal Use

Minimum Acreage

Glare

Distance to a substation

A discussion of these topics followed.

Solicitor Gaul asked the planners to be prepared at the next PC meeting to reach a preliminary consensus on such topics, and their choice of base ordinance upon which to make any revisions to the Township's current regulations. He will then draft a proposed ordinance based on their input.

**Frantz Minor Subdivision, Request For Extension:** Jonathan Shupp,  
Representing: Approved Extension Date (8/1/2024)

The applicant's representative submitted a request to extend the Township's deadline to review and render a decision on the Frantz Minor Subdivision Plan until January 1, 2025.

- There was a motion by Robert Boileau and seconded by Megan Yarashas to recommend to the Board of Supervisors approval of the extension of the review and decision deadline on the Frantz Minor Subdivision Plan until January 1, 2025. Motion carried (5-0).

**Adjournment:** There being no further business:

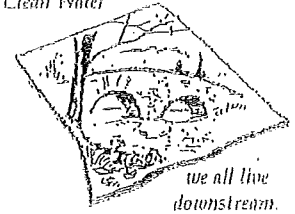
- There was a motion by Alicia Greico Miers and seconded by Matthew Hosking to adjourn. Motion carried. Meeting adjourned at 7:55 P.M.

Respectfully submitted,

# Eldred Township Planning Commission

MONROE COUNTY, PENNSYLVANIA

Clean Water



Ann Velopolcek  
Secretary

## Planning Commission Minutes May 8, 2024

On Wednesday, May 8, 2024 the Eldred Township Planning Commission met in a regular meeting at 7:00 P.M. at the Eldred Township Municipal Building, 490 Kunkletown Rd., Kunkletown, PA.

**In Attendance:** In attendance were Robert Boileau, Chairman, Scott Clark, Matthew Hosking, Megan Yarashas, Alicia Greico-Miers, James Leiding and Solicitor, Michael Gaul.

**Call to Order:** The meeting was called to order at 7:00 P.M. by Chairman Robert Boileau.

**Additions or Changes to the Agenda:** There were no changes or additions to the agenda.

**Public Comments on Non-Agenda Items:** There were no public comments on non-agenda items.

### **Approval of Minutes :**

- There was a motion by Scott Clark and seconded by Robert Boileau to approve the minutes of April 10 2024. Motion carried (6-0).

**New Business:** Mr. Boileau revised his remarks about a discrepancy in our Zoning Ordinance regarding Flea Markets. He noted that there are two designations for Flea Markets, Indoor and Outdoor in the definitions, Section 303. Outdoor Flea Markets are a "not permitted" use in the Regional Table and (unspecified) Flea Markets are a Conditional Use in the Commercial Zone, Section 404.3. He feels this is a typo.

- There was a motion by Megan Yarashas and seconded by Alicia Greico Miers to notify the Board of Supervisors and the Zoning Office of this discrepancy, and to recommend that outdoor Flea Markets be a "Not Permitted" Use in all districts in Eldred Township, and Indoor Flea Markets be a Conditional Use in the Commercial Zone. Motion carried (6-0).

than each Planning Commission member proposing an entirely new set of regulations for solar facilities.

Frantz Minor Subdivision, Jonathan Shupp,  
Representing: Extended date (5/1/2024): Extension Request

**Public Comment:** There was no Public Comment

**Adjournment:**

- There was a motion by Megan Yarashas and seconded by James Leiding to adjourn. Motion carried (6-0). Meeting adjourned at 8:00 P.m.

Respectfully,

E. Ann Velopolcek, Recording Secretary

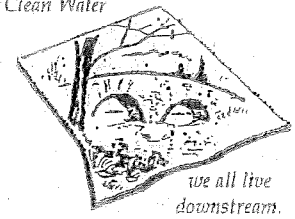
# Eldred Township Planning Commission

MONROE COUNTY, PENNSYLVANIA

Clean Water



Ann Velopolecek  
Secretary



## Planning Commission Minutes April 10, 2024

On Wednesday, April 10, 2024 the Eldred Township Planning Commission met in a regular meeting at 7:00 P.M. at the Eldred Township Municipal Building, 490 Kunkletown Rd., Kunkletown, PA.

**In Attendance:** In attendance were Robert Boileau, Chairman, Scott Clark, Matthew Hosking Megan Yarashas, Alicia Greico-Miers and Solicitor, Michael Gaul.

**Call to Order:** The meeting was called to order at 7:00 P.M. by Chairman Robert Boileau.

**Additions or Changes to the Agenda:** There were no changes or additions to the agenda.

**Public Comments on Non-Agenda Items:** There were no public comments on non-agenda items.

### **Approval of Minutes :**

- There was a motion by Alicia Greico- Miers and seconded by Scott Clark to approve the minutes of February 14 2024, as presented. Motion carried (5-0).

**New Business:** Mr. Boileau noted that there is a discrepancy on our Zoning Ordinance regarding Flea Markets. It is listed as a "Not Permitted Use" in the Regional Uses Table but appears as a Special Exception in the Commercial Uses Table. Mr. Boileau believes this should be a "Not Permitted Use" in all zones.

- There was a motion by Robert Boileau and seconded by Scott Clark to notify the Board of Supervisors and the Zoning Office of this discrepancy, and to recommend that Flea Markets be a "Not Permitted" Use in all districts in Eldred Township Motion carried (5-0).

**Old Business:** Review of Commercial Solar Farms, Use and Zoning Requirements – Deferred

Frantz Minor Subdivision, Jonathan Shupp,  
Representing: Extended date (5/1/2024): Extension Request

- There was a motion by Megan Yarashas and seconded by Alicia Greico Miers to accept the applicant's offer of an extension of the deadline for the Township's review and decision on the Frantz Minor Subdivision Plan until August 1, 2024). Motion carried (5-0)

Model Ordinance for Warehouses/Truck Terminals: There was continued discussion regarding the proposed Warehouse Ordinance. Solicitor Gaul provided both a redlined (proposed changes) and a clean copy of the proposed Ordinance for review.

Solicitor Gaul reviewed the MCPC's comments on the draft Ordinance, including the following concerns:

- a. Would the Ordinance be exclusionary?
- b. As pertains to Zoning District: would the location be accessible to the anticipated traffic load and vehicle types?
- c. Is the definition correct?

In addition, it was suggested that some reference be included regarding snow removal so that provision is made for this purpose and not overlooked.

Solicitor Gaul will be making another revision for review at the next meeting.

**Public Comment:** there was no Public Comment

**Adjournment:**

- There was a motion by Scott Clark and seconded by Megan Yarashas to adjourn. Motion carried (5-0). Meeting adjourned at 8:10 P.m.

Respectfully,

E. Ann Velopolcek, Recording Secretary



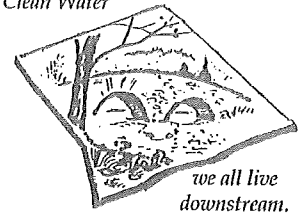
# Eldred Township Planning Commission

MONROE COUNTY, PENNSYLVANIA

*E. Ann Velopolcek*  
Secretary



Clean Water



## Planning Commission Minutes February 14, 2024

On Wednesday, February 14, 2024 the Eldred Township Planning Commission met in a regular meeting at 7:00 P.M. at the Eldred Township Municipal Building, 490 Kunkletown Rd. Kunkletown, PA.

**In Attendance:** In attendance were Robert Boileau, Chairman, Scott Clark, James Leiding, Matthew Hosking and Solicitor, Michael Gaul.

**Call to Order:** The meeting was called to order at 7:05 P.M. by Chairman Robert Boileau.

**Additions or Changes to the Agenda:** There were no Changes or additions to the agenda.

**Public Comments on Non-Agenda Items:** There were no public comments on non-agenda items.

### **Approval of Minutes :**

- There was a motion by Scott Clark and seconded by James Leiding to approve the minutes of January 10 2024. Motion carried (4-0).

**New Business:** There was no new business.

**Old Business:** Warehouse Ordinance:

Solicitor Gaul presented the proposed Ordinance regarding the land use of warehouses to the Committee.

There was a discussion of the various sections of the proposed Ordinance. A few minor questions came up, a numbering error, , the need for buffer yards, whether the Ordinance should require the buildings to be "solar ready" , etc., which will be corrected in a revised version at next month's meeting.

Once the revised version is approved, the Planners will forward the proposed Ordinance to the Board of Supervisors for further action.

# Eldred Township Planning Commission

MCADDE COUNTY, PENNSYLVANIA

Chairman

Ann Velopolek  
Secretary



## Planning Commission Minutes January 10, 2024

On Wednesday, January 10, 2024 the Eldred Township Planning Commission met for its annual Organization Meeting, followed immediately by its Regular Meeting at 7:00 P.M. at the Eldred Township Municipal Building, 490 Kunkletown Rd. Kunkletown, PA. 18058.

**In Attendance:** In attendance were Robert Boileau, Megan Yarashas, Scott Clark, James Leiding Alicia Greico Mier, Matthew Hosking and Solicitor Michael Gaul.

**Call to Order:** The meeting was called to order by Planner, Robert Boileau at 7:00 P.M. Mr. Boileau welcomed new planner, Matthew Hosking to the Commission.

### **Nominations and Action for Temporary Chair:**

- Megan Yarashas nominated Scott Clark for Temporary Chairperson. There were no further nominations. Scott Clark was unanimously elected Temporary Chairperson. (6-0).

**Nominations for Chair:** Megan Yarashas nominated Robert Boileau for the position of Chairperson. There were no other nominations for Chairperson.

### **Motion to Elect Chair:**

- There was a motion by James Leiding and seconded by Megan Yarashas to elect Robert Boileau Chairperson. Motion carried (5-0). (Robert Boileau abstaining).

**Nominations for Vice-Chair:** James Leiding nominated Megan Yarashas for the position of Vice-Chairperson. There were no other nominations.

**Motion to Elect Vice-Chair:**

- There was a motion by James Leiding and seconded by Scott Clark to elect Megan Yarashas as Vice-chairperson. Motion carried (5-0). Magan Yarashas abstaining.

**Nominations for Secretary:** Megan Yarashas nominated Scott Clark for the position of Secretary. There were no other nominations.

**Motion to Elect Secretary:**

- There was a motion by Megan Yarashas and seconded by James Leiding to elect Scott Clark as Secretary. Motion carried (5-0). (Scott Clark abstaining.)

**Motion to Close Organization Meeting and Open Regular Meeting:**

- There was a motion by James Leiding and seconded by Megan Yarashas to close the Organizational meeting and open the Regular meeting. Motion carried (6-0). Organization Meeting adjourned.

**Regular Meeting**

**Approval or Additions to the Agenda:** There were no changes to the Agenda

**Public Comment on Non-Agenda Items:** There was no Public Comment.

**Announcement of Recording:** Mr Boileau announced that the meeting was being recorded.

**Approval of Minutes:**

- There was a motion by James Leiding and seconded by Scott Clark to approve the minutes of November 8, 2023. Motion carried (6-0).

**New Business:** There was no new business.

**Old Business:** Review of Commercial Solar Farms, Use and Zoning Requirements: This discussion was deferred until the outcome of a Polk Township hearing on this subject which is pending.

Frantz Minor Subdivision, Jonathan Shupp, Representing:  
Extension date (2/1/2024) : Due to the fact that no extension agreement has been received in a timely fashion:

➤ There was a motion by Robert Boileau and seconded by Scott Clark to recommend to the Board of Supervisors the application be denied for the following reasons:

- Deficiencies noted in the Township Engineer's review letter of June 12, 2023;
- Deficiencies noted in the Solicitor's memorandum of June 14, 2023, an additional copy of which is enclosed herewith; and
- The Application's failure to demonstrate record access between the property and a public street.

Motion carried (6-0).

Notwithstanding the Planning Commission's recommendation, the Planning Commission was in agreement that, if the applicant or their representative were to provide an extension for Township review of the Plan, which was accepted by the Board of Supervisors, then the Planning Commission would be amenable to having the Plan being sent back to the Planning Commission for review going forward. A re-application would not be necessary if an extension was granted.

#### Model Ordinance for Warehouses/Truck Terminals:

The Planners reviewed the sections of the Model Ordinances by Penn Future, Jackson Township and Monroe County section by section and discussed which provisions were relevant to Eldred Township and which were not.

Since Truck Terminals are not a Permitted Use in Eldred Township any reference to that use will be omitted.

The planners discussed areas of concern including the details of parking areas, lighting, the size of any building, access to highways, landscaping and buffer zones, and building heights. Since many of the items covered in the model Ordinances are already regulated as part of our existing Zoning or SALDO Ordinances, Solicitor Gaul did not feel it necessary to create redundancy of those regulations in this proposed Ordinance. The possibly redundant sections will be given to the Zoning Officer to compare against current Zoning Ordinance sections.

Based upon this lengthy discussion Solicitor Gaul will be preparing an Ordinance for review.

**Public Comment:** There was no Public Comment.

**Adjournment:**      There was no being no further business:

➤ There was a motion by James Leiding and seconded by Megan Yarashas to adjourn. Motion carried (6-0). Meeting adjourned.

Respectfully submitted,

E. Ann Velopolcek, Recording Secretary