MONROE COUNTY, PENNSYLVANIA



E. Ann Velopolcek
Secretary



Planning Commission Minutes September 10, 2025

On Wednesday September 10, 2025, 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.

<u>In Attendance:</u> In attendance were Matthew Hosking, Vice Chairman; Megan Yarashas, James Leiding, Kevin Bush, Solicitor Michael Gaul and Engineer Brien Kocher and through teams, Robert Boileau, Chairman.

<u>Call to Order:</u> The meeting was called to order at 7:00 P.M. by Matthew Hosking.

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

Public Comment on Non-Agenda Items: There was no comment on non-agenda items

<u>Announcement of Recording:</u> Mr. Hosking announced that the meeting was being recorded.

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

> There was a motion by James Leiding and seconded by Megan Yarashas to approve the minutes of August 13, 2025. Motion carried (5-0).

New Business: Frei Minor Subdivision: There was some discussion about the submission. It was noted that no Septic Application was submitted. A review by Monroe County Planning was received and distributed. Solicitor Gaul said the Plan could be accepted for review. With that:

> There was a motion by Megan Yarashas and seconded by James Leiding to accept the Frei Minor Subdivision for review. Motion carried (5-0).

<u>Commercial Data Centers:</u> There was some discussion about Commercial Data Centers. Mr. Boileau asked if the Board of Supervisors agreed to have the Planning Commission review this subject. Solicitor Gaul replied that they had agreed at the August 20th Board meeting.

The Planners received three Ordinances to review: A model Ordinance from Monroe County, an Ordinance from Jackson Township and one from Chestnuthill Township. After some review it was decided that the Planning Commission would use the County's Model Ordinance as a starting point to create an amendment to our Zoning Ordinance adding Data Centers as a use, determining which Zoning District it would be allowed in, the type of use it would be and if any other conditions should be included in the new Amendment.

Solicitor Gaul will prepare a draft Ordinance for discussion.

<u>Commercial Solar Farms/Emergency Response:</u> The Planners have requested a review of the proposed Ordinance and the report from Mr. Hoffman about emergency response to commercial solar facilities by the Township Zoning and Codes official, Shawn McGlynn. No action was taken at this time.

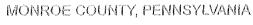
Roosters: Tabled.

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

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

> There was a motion to adjourn by Robert Boileau and seconded by Kevin Bush. Motion carried (5-0). Meeting adjourned at 7:45 P.M.

Respectfully submitted,





E. Ann Velopolcek
Secretary



Planning Commission Minutes August 13, 2025

On Wednesday, August 13, 2025, 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; Matthew Hosking, Vice-Chairman; Megan Yarashas, Secretary, Scott Clark, James Leiding, Kevin Bush 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 Megan Yarashas and seconded by James Leiding to approve the minutes of June 11, 2025. Motion carried (6-0).

<u>Tanzosh Lot Joinder:</u> Dave and Timothy Tanzosh attended the meeting. They submitted to the Township a lot joinder application, which was placed on the Planning Commission agenda for review.

Solicitor Gaul explained the different types of lot joinders, one being a SALDO Lot Improvement Subdivision and the other being a simple application to the Board of Supervisors requesting approval of the joinder of two existing adjacent parcels for tax purposes. The Monroe County Tax Assessment office required proof of municipal approval of lot joinders for taxing purposes before the Tax Assessment Office would process a property owner's request for such tax treatment.

David Tanzosh confirmed that they are simply requesting approval of a lot joinder for taxing purposes. They want to eliminate the railroad right of way through their property as a separate tax parcel. They are not submitting an application for approval under the SALDO.

Solicitor Gaul then went on to describe a few of the flaws in their lot joinder application, including the proposed deed titled "Deed of Correction":

- 1. The deed did not contain the required language: "the above parcels shall hereby become merged into one parcel for taxing purposes and shall not be separately conveyed without prior express approval of the municipality, as provided by law."
- 2. The deed includes two right of way easements that were not expressly part of the deed originally vesting title to the main property in the Tanzoshes.

David Tanzosh stated that removing the right of way references was not a concern.

Solicitor Gaul said that he would send an email to the Tanzosh's outlining his complete comments. David Tanzosh asked that it be sent to their attorney.

Solicitor Gaul then brought up the issue of unpaid billings for the last Subdivision the Tanzosh's did in 2020. Mr. Tanzosh said he was not aware of any existing outstanding billing balance.

<u>Data Centers:</u> Mr. Boileau informed the planners that the recent interest in Data Centers has been discussed in various CJERP Townships. He provided the Planners with two documents, one an Ordinance from Jackson Township and one a Model Ordinance from Monroe County.

There was a discussion about the requirements of data centers and the amounts of energy and water they require.

➤ There was a motion by Robert Boileau and seconded by James Leiding to request permission from the Board of Supervisors to proceed to research this topic and develop a proposed Ordinance for Eldred Township. Motion carried (6-0)

**Solar Panel Safety and Emergency Responses:** Gary Hoffman reported on a seminar he attended regarding the emergency management agencies and fire companies' responses to fires involving solar panels, both domestic and commercial.

The report gave some specific recommendations about the Township's policies and procedures.

There was a discussion about these recommendations which were:

- 1. To report any permits for solar installation to the local Fire Company
- 2. Require a comprehensive inspection of systems

- 3. Require compliance with NEC 2023 609.12(b)(2)
- 4. Require a Rapid Shutdown system (RSS) and an inspection of this device by a qualified inspector (note: For installations prior to the NEC requirement, RSS devices were not required, however any replacements systems should be required to have such devices
- 5.Once activated, a lockout switch should be available to the Fire Company or Inspector to prevent unauthorized reconnection of the system.
- 6.The permit application should show the location of the RSS which should be not more than one foot from the Solar array and feed line
- 7. All systems should be labeled, in English, stipulating Caution-Solar system equipped with a Rapid shutdown system
- 8. All wiring should have obvious label "Caution- Solar Circuit
- 9. Decommissioning should be required to be reported to the Township and Fire Department.

Solicitor Gaul stated that many of these requirements may already be contained in the Township's building code, which follows the codes adopted by the state. Solar installation companies also have the obligation to follow all state and local regulations.

There was discussion about the safety of the structural aspects of any home where solar arrays are proposed to be evaluated for load, including snow load, before any permitting is completed.

Mr. Hoffman reported that in the case of fire, neither water nor foam was a desirable method to extinguish solar arrays.

There was a suggestion to send the report to our Zoning and Codes Official, Shawn McGlynn for his input.

- ➤ There was a motion by Scott Clark and seconded by Kevin Bush to approve sending the Solar Power Systems and How It Applies to Fire Safety Response Report the SFM. Motion carried (6-0).
- Mr. Hoffman will send the report to SFM.

The planners will look at this more closely when more information becomes available at their next meeting.

**Roosters:** Mr. Boileau said Chestnuthill Township has been receiving a lot of complaints about the noise made by roosters early in the morning. They have recently passed some additional regulations about the keeping of roosters.

Ann Velopolcek stated that the Township's Zoning Ordinance currently has very little guidance on the subject of keeping chickens and roosters and that we field many questions about this. Our Zoning Ordinance does not contain any maximum number, restrictions or requirements for housing and maintaining Chickens (or roosters or other poultry).

Mr. Boileau said he will provide a copy of the Chestnuthill Zoning Amendment Ordinance for review.

#### Adjournment:

> There was a motion by Kevin Bush and seconded by Scott Clark to adjourn. Motion carried (6-0). Meeting adjourned at 8:15 P.M.

Respectfully submitted,

MONROE COUNTY, PENNSYLVANIA



E. Ann Velopolcek
Secretary



#### Planning Commission Minutes June 11, 2025

On Wednesday June 11, 2025, 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.

<u>In Attendance:</u> In attendance were Robert Boileau, Chairman; Scott Clark, Megan Yarashas, Matthew Hosking, James Leiding and Solicitor Michael Gaul.

Call to Order:

The meeting was called to order at 7:00 P.M. by Chairman, Robert

Boileau.

Approval of or Additions to the Agenda:

There were no changes to the

Agenda.

Public Comment on Non-Agenda Items:

There was no public comment on

non-agenda items.

**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 Megan Yarashas to approve the minutes of May 14, 2025 as presented. Motion carried (4-0).

<u>New Business:</u> Schoenberger Minor Subdivision Plan: Waiver Request; Jonathan Shupp appeared presenting the proposed subdivision plan.

Solicitor Gaul commented that Township Engineer, Brien Kocher had no additional comments on this plan and that all of Solicitor Gaul's previous comments had been satisfied.

➤ There was a motion by Scott Clark and seconded by James Leiding to recommend to the Board of Supervisors the approval of the Request for a waiver of SALDO application and review for the Plan dated 2/24/2025 and last revised 4/30/2025, with the following conditions:

The payment of all professional; fees incurred for the reviews

Planning Commission Minutes June 11, 2025

The DEP approval of the submitted Septic Planning module.

The following language be added to the plan prior to recording: "Reserve on-lot septic disposal site testing has not been done to confirm whether a suitable on-lot septic system disposal reserve site exists for the house currently located in Eldred Township on proposed Lot 1 of the Subdivision. A suitable reserve on-lot septic disposal site may not exist on Lot 1 for such house."

Motion carried (4-0).

> There was a motion by Matthew Hosking and seconded by Megan Yarashas to authorize the chairman to sign the Planning Module. Motion carried (4-0).

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

> There was a motion by Scott Clark and seconded by Megan Yarashas to adjourn. Motion carried (5-0). Meeting adjourned at 7:30 P.M.

Respectfully submitted,

MONROE COUNTY, PENNSYLVANIA



E. Ann Velopolcek
Secretary



Planning Commission Minutes May 14, 2025

On May 14, 2025, 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.

<u>In Attendance:</u> In attendance were Robert Boileau, Chairman; Scott Clark, Kevin Bush, Matthew Hosking and Solicitor Michael Gaul.

<u>Call to Order:</u> The meeting was called to order at 7:00 P.M. by Chairman, Robert Boileau.

Approval of or Additions to the Agenda:

There were no changes to the

Agenda.

<u>Public Comment on Non-Agenda Items:</u> non-agenda items.

There was no public comment on

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

#### Approval of Minutes:

> There was a motion by Robert Boileau and seconded by Scott Clark to approve the minutes of April 9, 2025 as presented. Motion carried (4-0).

New Business: Schoenberger Plan: Waiver Request

> There was a motion by Scott Clark and seconded by Robert Boileau to table the Schoenberger Waiver request until the next meeting.

Old Business:

Bower/Borger Subdivision: Plan Review

(Current Township Decision Deadline 5/14/2025)

Jonathan Shupp appeared before the Commission for the proposed Bower/Borger Minor Subdivision Plan.

There was a lengthy discussion about the Septic Planning Module. Solicitor Gaul wants the Planners to review and sign off on the plan when it is completed. Mr. Shupp did not think this step should be necessary since a component one plan is

reviewed and approved by the Septic Enforcement Officer (SEO) (Hanover Engineering), the Township Supervisors and the Zoning Officer typically do sign off but, in his experience, the Planning Commissions do not review the plan nor comment on it.

Mr. Shupp asked for a conditional approval so as to move the plan along rather than return again to planning.

Solicitor Gaul responded that the document requires the signature of a Planning Commission officer, which should only occur after approval of the Planning Commission as a whole. Therefore, the proposed planning module should be made available to the entire Planning Commission prior to approval.

Mr. Shupp stated that the applicant would be seeking a waiver from the reserve septic site testing for Lot #4, in addition to other previously requested waivers, based on the size of the lot. In response to questioning by the Solicitor, Mr. Shupp confirmed that the applicant would be performing all the septic site testing required for DEP planning module approval. Solicitor Gaul informed Mr. Shupp that he should revise his waiver request letter to include the request for a waiver from the Township SALDO's requirement for reserve site testing, which Mr. Shupp then did.

#### With that:

- > There was a motion by Matthew Hosking and seconded by Robert Boileau to recommend to the Board of Supervisors that the Bower/Borger Plan requested waivers be granted. Motion carried (4-0).
- > There was a motion by Scott Clark and seconded by Kevin Bush to recommend to the Board of Supervisors that conditional approval of the Borger/Bower Subdivision Plan be granted, the conditions being satisfaction of the comments of the Township Engineers and the legal review and approval of the Solicitor. Motion carried (4-0).

#### Action on the Planning Module:

There was a motion by Scott Clark and seconded by Matthew Hosking to authorize the Chairman of the Planning Commission to sign the Planning Module subject to the approval of the SEO, the Township Engineer and the Solicitor, consistent with the Township's Subdivision and Land Development Ordinance. Motion carried. (4-0).

Frantz Minor Subdivision, Jonathan Shupp, Representing: Approved Extension Date (6/1/2025): Request for further Extension

➤ There was a motion by Robert Boileau and seconded by Matthew Hosking to recommend that the Board of Supervisors accept an extension of time for Township review of the proposed Frantz Minor Subdivision Plan until December 31, 2025. Motion carried (4-0).

> There was a motion by Scott Clark and seconded by Kevin Bush to recommend that the Board of Supervisors accept an extension of time for Township review of the Bower/Borger Minor Subdivision Plan until July 16, 2025. Motion carried (4-0).

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

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

> There was a motion by Scott Clark and seconded by Kevin Bush to adjourn. Motion carried (4-0). Meeting adjourned at 8:30 P.M.

Respectfully submitted,

MONROE COUNTY, PENNSYLVANIA



E. Ann Velopolcek
Secretary



Planning Commission Minutes April 9, 2025

On Wednesday, April 9, 2025, the Eldred Township Planning Commission met for a regular monthly meeting at the Eldred Township Municipal Building, 490 Kunkletown Rd. Kunkletown, PA.

<u>In Attendance</u>: In attendance were Robert Boileau, James Leiding, Scott Clark, Matthew Hosking, Megan Yarashas, Kevin Bush, Solicitor Michael Gaul and Engineer Brien Kocher.

Call to Order:

The meeting was called to Order at 7:00 P.M.

Approval of or Additions to the Agenda:

There were no additions to the

Agenda

**Announcement of Recording:** Chair, Robert Boileau announced that the meeting was being recorded.

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

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

> There was a motion by Scott Clark and seconded by Megan Yarashas to approve the minutes of March 12, 2025. Motion carried (6-0).

**New Business:** Robert Constantinou appeared before the Commission in support of his joinder deed approval application submitted to the Township Board of Supervisors. He desires to join a vacant contiguous lot with the lot on which his home is located on Kings Lane. The lot numbers are 06.10A.1.10 and 06.10A.1.9.

> There was a motion by Matt Hosking and seconded by Megan Yarashas to recommend to the Board of Supervisors approval of this joinder contingent upon Solicitor review and approval. Motion carried (6-0)

<u>Old Business:</u> <u>Bower/Borger Subdivision: Plan Review:</u> Jonathan Shupp was not in attendance. Solicitor Gaul commented that the property owners should make a more specific statement about their intent for future development on Lot 4. Mr. Gaul explained that the property owners' apparent desire to retain the possible development

of a single family home on Lot 4 was inconsistent with their planning module exemption request, which is based on no further development on Lot 4. If the Township accepts the municipal commitment in the Planning Module, the Township would effectively be accepting the risk of future non-compliant development or use of Lot 4. That risk may be unacceptable to the Township when the applicant could simply perform the usual sewage facility planning so as to preserve their rights to future development. The Township may determine that it is against the public's interest for the Township to take on risk merely for the benefit of the private property owner's private interest in being able to simultaneously avoid planning costs but preserve future development ability.

> There was a motion by Robrt Boileau and seconded by Scott Clark to table any action on this plan. Motion carried (6-0).

<u>Schoenberger Plan (Waiver Request):</u> Solicitor Gaul said the plan, as submitted, is lacking some vital details. The Conservation Easement is not on the plan nor in the deed. The deed states two property owners but the plan shows only one name and both would need to sign the plan.

> There was a motion by Scott Clark and seconded by James Leiding to table any action on this plan. Motion carried (6-0).

<u>Frantz Minor Subdivision</u>, Jonathan Shupp, Representing: Approved Extension Date (6/1/2025) Extension Request

Public Comment: there was no Public Comment.

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

> There was a motion by Megan Yarashas and seconded by Kevin Bush to adjourn. Motion carried (6-0). Meeting adjourned at 7:40 P.M.

Respectfully submitted,

MONROE COUNTY, PENNSYLVANIA



E. Ann Velopolcek
Secretary



Planning Commission Minutes March 12, 2025

On Wednesday, March 12, 2025, the Eldred Township Planning Commission met for a regular monthly meeting at the Eldred Township Municipal Building, 490 Kunkletown Rd. Kunkletown, PA.

<u>In Attendance</u>: In attendance were Robert Boileau, James Leiding, Scott Clark (virtually), Matthew Hosking, Solicitor Michael Gaul and Engineer Brien Kocher.

Call to Order: The Third T

The meeting was called to Order at 7:00 P.M.

Approval of or Additions to the Agenda:

There were no additions to the

Agenda

<u>Announcement of Recording:</u> Chair, Robert Boileau announced that the meeting was being recorded.

#### Public Comment on Non-Agenda Items:

Jonathan Shupp presented a plan for a minor subdivision for the Schoenberger property that crosses the boundary with Polk Township. The property is in an Agricultural Easement Program so only 2 acres can be removed. The two acres proposed for subdivision is wholly in Polk Township. Mr. Shupp asked if Eldred Township will require a submission for this subdivision. After looking over the Plan the Solicitor said he would have to review the plan before he could make a recommendation to the Planners. There were a few questions regarding the septic for the remaining property. Solicitor Gaul asked for a copy of the Septic Planning Module and a copy of the deed from the Agricultural Easement. Mr. Shupp will get those to him.

<u>Update on Solar Ordinance, Supervisors Review:</u> Mr. Gaul explained that Township Supervisor Gary Hoffman will be attending a seminar by the State Fire Commission regarding the aspects of Solar Farms that would be issues for Fire and first responders. The Board has tabled any action on the proposed Zoning Ordinance on Solar Farms until after that Seminar.

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

> There was a motion by James Leiding and seconded by Matthew Hosking to approve the minutes of the Organizational and Regular Meeting of January 8, 2025. Motion carried 4-0.

**New Business**: Bower/Borger Subdivision: Plan Review: Jonathan Shupp appeared for the owners Bower and Borger to present the proposed Minor Subdivision along Kuehner Rd.

Mr. Shupp has asked for a residual Tract Waiver for the remaining (+-) 14 acre lot titled Lot 4.

There was much discussion about the septic waivers and the language required by the Department of Environmental Protection (DEP) regarding "open space". Mr. Kocher and Solicitor Gaul will do additional reviews regarding those issues. Mr. Hosking asked if the proposed access corridor of Lot 4, which is a flag pole lot, was in compliance with current SALDO and Zoning Codes and was told it was not. Mr. Hosking suggested that this should be rectified now, as new lots are being articulated. After much discussion, Mr. Shupp said he would discuss this with his clients and expected that may want to change the width of the access corridor and include a covenant on the plan restricting further subdivision and building beyond a single dwelling unit.

After much discussion:

> There was a motion by Scott Clark and seconded by James Leiding to table the proposed Plan. Motion carried (4-0).

Old Business:

Frantz Minor Subdivision, Jonathan Shupp, Representing:

Approved Extension Date (6/1/2025): No action

Public Comment: There was no public comment.

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

> There was a motion by James Leiding and seconded by Matthew Hosking to adjourn. Meeting adjourned at 8: 15 P.M.

Respectfully submitted,

MONROE COUNTY, PENNSYLVANIA



E. Ann Velopolcek
Secretary



Planning Commission Minutes Organizational and Regular Meeting January 8, 2025

On Wednesday, January 8, 2025 the Eldred Township Planning Commission met for its annual organizational and regular monthly meeting at the Eldred Township Municipal Building, 490 Kunkletown Rd. Kunkletown, PA.

<u>In Attendance</u>: In attendance were Robert Boileau, James Leiding, Megan Yarashas, Scott Clark, Matthew Hosking and Solicitor Michael Gaul.

Call to Order:

The meeting was called to Order at 7:00 P.M.

ORGANIZATION OF THE PLANNING COMMISSION

Nominations and Action for Temporary Chairman:

Robert Boileau nominated Megan Yarashas as Temporary Chairman, which was seconded by Scott Clark. There were no further nominations. The Planning Commission members unanimously elected Megan Yarashas as Temporary Chairman (5-0).

Nominations and Action for Chairman, Vice-Chairman and Secretary:

James Leiding nominated Robert Boileau as Chairman, which was seconded by Scott Clark. There were no further nominations. The Planning Commission members unanimously elected Robert Boileau as Chairman (5-0).

Scott Clark nominated Matthew Hosking as Vice-Chairman, which was seconded by Megan Yarashas. There were no further nominations. The Planning Commission members unanimously elected Matthew Hosking as Vice-Chairman (5-0).

Robert Boileau nominated Megan Yarashas as Secretary, which was seconded by Scott Clark. There were no further nominations. The Planning Commission members unanimously elected Megan Yarashas as Secretary (5-0).

### REGULAR MEETING AGENDA

Approval or Additions to the Agenda:

There were no changes or 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 Megan Yarashas and seconded by Scott Clark to approve the Minutes of December 11, 2024 as presented. 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 discussion about the subject of trees and their removal at sites proposed for Commercial Solar Development.

Mr Boileau presented a fact sheet that listed key provisions of various state or local legislation, example or model ordinances, or public policy commentary, including

- a. Limits on Tree Removal
- b. Replacement Mitigation Requirements
- c. Environmental Impact assessments
- d. Buffer Zones
- e. Size-Based Restrictions
- f. Public Input and Local Approval
- g. Enforcement and Penalties.

The sheet also gave some examples of existing legislation related to this topic.

Solicitor Gaul pointed out that as this would be a Conditional Use, the Supervisors would have the opportunity to review any application and require some or all of the bullet points above, based upon the site and actual plan. For instance, in the situation where planting replacement trees would be a condition, a Replanting Plan could be required. The Board could require an explanation of why it would be necessary for a particular area to be deforested.

Mr. Boileau would still like to see no trees removed for this use.

With the additional information and after much detailed discussion:

> There was a motion by Megan Yarashas and seconded by Scott Clark to approve the transmittal of the proposed Zoning Ordinance SALDO Amendments on Solar Commercial Facilities to the Board of Supervisors for review, with the Solicitor to revise the Zoning Ordinance Amendment section on Woodlands Areas in accordance with the Planning Commission discussion on limiting removal of trees and requiring submission of a plan with any zoning conditional use approval application regarding tree removal and replacement. Motion carried (5-0).

Frantz Minor Subdivision, Jonathan Shupp, Representing: Approved Extension Date (6/1/2025): No Action

### Public Comment:

There was no Public Comment.

### <u>Adjournment:</u>

> There was a motion by Scott Clark and seconded by Robert Boileau to adjourn. Motion carried (5-0). Meeting adjourned at 8:00 P.M.

Respectfully submitted,