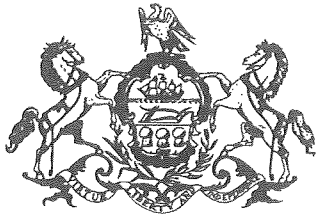


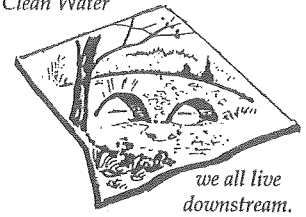
# Eldred Township Planning Commission

MONROE COUNTY, PENNSYLVANIA

Clean Water



*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.

**In Attendance:** In attendance were Robert Boileau, Chairman; Scott Clark, Kevin Bush, 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 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 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 Robeert 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.

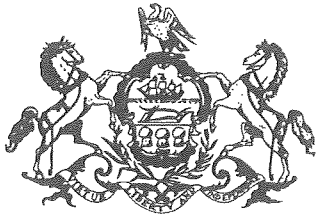
Respectfully submitted,

E. Ann Velopolcek, Recording Secretary

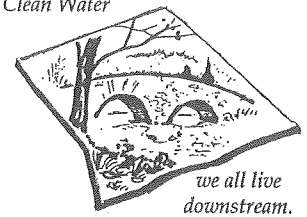
# Eldred Township Planning Commission

MONROE COUNTY, PENNSYLVANIA

Clean Water



*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.

**In Attendance:** 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)

**Old Business:** Bower/Borger Subdivision: Plan Review : 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).

Schoenberger Plan (Waiver Request): 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).

Frantz Minor Subdivision, 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.

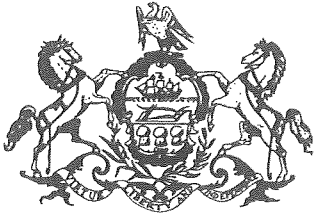
Respectfully submitted,

E. Ann Velopolcek, Recording Secretary

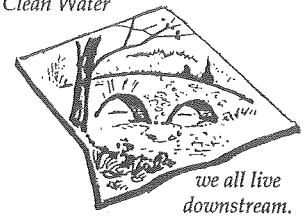
# Eldred Township Planning Commission

MONROE COUNTY, PENNSYLVANIA

Clean Water



*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.

**In Attendance:** In attendance were Robert Boileau, James Leiding, Scott Clark (virtually), Matthew Hosking, 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:**

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.

**Update on Solar Ordinance, Supervisors Review:** 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,

E. Amanda Velopolcek, Recording Secretary

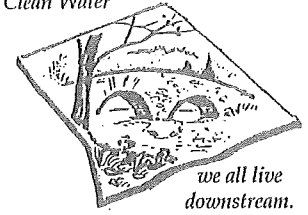
# Eldred Township Planning Commission

MONROE COUNTY, PENNSYLVANIA

Clean Water



*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.

**In Attendance:** 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.

**Adjournment:**

- 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,

E. Ann Velopolcek, Recording Secretary