

Planning Commission  
Minutes  
December 20, 2018

On December 20, 2018 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; Archie Craig, Mike Kolba, James Leiding, Cathy Martinelli, Donna Mikol and Solicitor Michael Gaul.

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

**Public Comment on Non-Agenda Items:** Desiree Jaeckle reported that she was informed that some wells near Breinigsville are drying up as a result of Nestle extracting water in the area. She also reported that Nestle is now purchasing water from a local municipal authority.

**Approval of the Minutes:** There was a motion by James Leiding and seconded by Mike Kolba to approve the minutes of September 20, 2018. Motion carried (6-0) ( no meetings were held in October or November).

CJERP Representative: Mr. Boileau announced that the Township has a voting representative at CJERP and that the position is open if anyone on the Planning Commission is interested.

**Nestle Hill Subdivision:** Mr. Boileau reported that Brien Kocher, our Township engineer, reviewed the new NPDES and compared it to the previous one and they are the same.

**Mapping and Subdivisions:** Mr. Boileau explained that the County is asking for an updated mapping of subdivisions for 911 purposes. The focus is subdivisions with 50 or more dwelling units. The Township is waiting for guidance from the County before proceeding.

**Meeting Dates and Time:** The Planning Commission will continue to meet on the Third Thursday of each month at 7:00 P.M.

**Bio-Solids:** There was a discussion about biosolids and how the Township can best regulate use in the Township.

Solicitor Gaul explained that the Pennsylvania State Law has given authority for regulation to the DEP and that the Township cannot create any regulation more restrictive than the State. The state has determined that the use is an agricultural use and thereby protected by the various laws supporting and protecting agriculture.

Eldred Township attempted to regulate the use of sludge with Ordinance 83-1, however attorney Karasek, when he was Township solicitor, gave the Supervisors an opinion that the Ordinance was unenforceable, and Attorney Gaul agreed.

Solicitor Gaul added that he has searched to find any (related) Township Ordinance that has survived a legal challenge and he was not able to find any.

Donna Mikol read from a portion of a document from Penn State Extension which states that local (County) Conservation District can be authorized, by the DEP, to be the organization which oversees the testing, collection of samples etc. to monitor the use of the material in practice. The Planning Commissioners agreed that this would be an acceptable resolution to some of their concerns. Solicitor Gaul said he would call the County Conservation District to ask what if any participation they have or are planning to have in regard to biosolids use.

It was suggested that the BOS have a face to face workshop meeting with the Conservation District to discuss the issues and how a program can be funded. JoAnn Bush and Mary Anne Clausen suggested that the Planning Commission do the groundwork for any such meeting.

Each of the Commissioners is going to investigate various aspects of the laws and use of biosolids and report back to the Commission.

Current Litigation and PSATS Position- Martinelli

Other States Challenges- Craig

Agricultural Protections and Laws "ACRE", Section 903, etc.- Mikol

Attorney General's Office Participation/ DEP and EPA Staffing- Boileau

Wellhead Protection- Leiding

Synagro- Kolba

**Adjournment:** There was a motion by James Leiding and seconded by Cathy Martinelli to adjourn. Motion carried (6-0).

Respectfully submitted,

E. Ann Velopolcek, Recording Secretary

Planning Commission Minutes  
September 20, 2018

On September 20, 2018, a regular meeting of the Eldred Township Planning Commission took place at the Eldred Township Municipal Building, 490 Kunkletown Rd., Pennsylvania.

**In Attendance:** In attendance were Robert Boileau, Chairman, James Leiding, Cathy Martinelli, Mike Kolba, Donna Mikol, Archie Craig, Michael Gaul, Solicitor, Brien Kocher, Engineer

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

**Public Comment:** Taden Dunbar of the Monroe County Technical Institute introduced himself. He is attending a Public Meeting as a requirement of a Civics class.

**Approval of Minutes:**

There was a motion by Robert Boileau and seconded by James Leiding to approve the minutes of August 16, 2018. Motion carried (5-0).

**Broglia Minor Subdivision:** Steve Gitch of Keystone Consulting Engineers appeared representing his client, Carlo Broglia, for the minor subdivision of a lot on Fiddletown Rd. There was a lengthy discussion of the conditions for the approval of the lot. They are as follows:

There was a motion by Robert Boileau and seconded by James Leiding to recommend to the Board of Supervisors conditional approval of the minor subdivision with following requested waivers and subject to the Township Engineer's final approval:

Septic planning waiver under SALDO Section 305.4, contingent upon execution of a non-building declaration in the form required by DEP, and compliance with the Township engineer's review letter of August 13, 2018.

Waiver of Section 404.2R, regarding wetland delineations

Waiver of Section 607.16.I, requiring 10ft driveway setback, contingent upon the access way for Lot 2 being reconfigured as discussed below.

The Commission, further, recommends approval of the Plan, with the following conditions:

Compliance with the comments of the review letter of Hanover Engineering, dated August 13, 2018, except to the extent that the Planning Commission recommends that a waiver be granted, as indicated above.

Compliance with the comments of the septic planning review letter of Hanover Engineering dated August 13, 2018, except to the extent that the Planning Commission recommends that a waiver be granted, as indicated above.

Landowner must provide draft deeds for the new lots, with applicable non-building waiver, and easement references.

Reconfiguration of the access driveway, with proposed easement granting Lot 2 access to Lot 1 driveway.

Finally, the consensus of the Planning Commission was that it would not be necessary to require the property owner to dedicate in the future, at the Township's request, additional road area on Fiddletown road, which is a state road.

Motion carried (5-

0).

In addition, the solicitor requested that a copy of the new deeds be provided to the Township for review and for our records.

**Nestle Hill Subdivision:** The Township received the new NPDES permit issued by DEP for this subdivision. The Township engineer will review the permit and compare it to the original.

Adjournment:

There was a motion by Archie Craig and seconded by James Leiding to adjourn.  
Motion carried (5-0).

Respectfully submitted,

E. Ann Velopolcek, Secretary

Planning Commission Minutes  
August 16, 2018

On April 16, 2018 a regular meeting of the Eldred Township Planning Commission took place at the Eldred Township Municipal Building, 490 Kunkletown Rd., Pennsylvania.

**In Attendance:** In attendance were Robert Boileau, Chairman, James Leiding, Cathy Martinelli, Mike Kolba, Donna Mikol, Michael Gaul, Solicitor, Brien Kocher, Engineer

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

**New Member Appointment:** Robert Boileau announced that the Board of Supervisors has appointed Cathy Martinelli as the new planner (replacing Carey Krum).

**Public Comment on Non-Agenda Items:** A question was asked by resident Desiree Jaeckle about placement of a dumpster and specifically, how close to the road it can be placed due to safety concerns. Attorney Gaul will look into the situation.

**Approval of Minutes:** There was a motion by James Leiding and seconded by Donna Mikol to approve the minutes of May 17, 2018. Motion carried (5-0)

**Old Business:** Robert Boileau noted that the Board of Supervisors received a letter regarding the Nestle Hill Preliminary Plan Approval in which they are seeking written verification that the preliminary approval granted January 7, 2008 remain valid through July 8, 2020.

**New Business:**

>Minor Subdivision: Broglio

Rudy Wolfe of Keystone Engineering appeared to answer questions regarding the Broglio minor subdivision. The plan was accepted for review. Some items were briefly discussed. A full review will be conducted at the next Planning Commission Meeting.

>Bio-Solids Notification, Review and Discussion

Robert Boileau noted that Synagro has filed an intent to apply for a sludge application permit with the Pennsylvania Department of Environmental Protection. After extensive discussion it was decided that Planning Commission members would Review Synagro's application and research Eldred Township's Zoning Ordinance and SALDO in an effort to determine the Township's allowable influence during the DEP application process as well as the dispersal process of Biosolids. Robert Boileau will ask the Eldred Township Zoning Officer for an opinion.

**Adjournment:**

There was a motion by James Leiding and seconded by Cathy Martinelli to adjourn. Motion carried (5-0). Meeting adjourned at 8:35 P.M.

Respectfully Submitted,

Donna Mikol  
Planning Commission Member

Cc: Michael Gaul; Solicitor  
Brien Kocher; Engineer

Planning Commission Minutes  
May 17, 2018

On May 17, 2018 a regular Meeting of the Eldred Township Planning Commission took place at the Eldred Township Municipal Building, 490 Kunkletown Rd. Kunkletown, Pennsylvania.

**In Attendance:** In attendance were Robert Boileau, Chairman; Archie Craig; James Leiding and Donna Mikol.

**Call to Order:** The meeting was called to order at 7:20 P.M. by Chairman Robert Boileau.

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

**Approval of Minutes:**

- There was a motion by Archie Craig and seconded by Donna Mikol to approve the minutes of 4/19, 2018. Motion carried 4-0).

**New Business:** ASA Modification (additions), Mager, Mager and Vasil; Review

After a brief discussion:

- There was a motion by James Leiding and seconded by Archie Craig to approve the addition of the following parcels into the Eldred Township Agricultural Security area:

Derek Mager	06/4/1/6-1	40.0 Acres
S. Craig Mager	06/4/1/9	68 Acres
Esther Mager Vasil	16/116854	37.86 Acres

Motion carried (4-0).

**PPL Replacement Project:** Robert Boileau reported that PPL is replacing lines from Gilbert to Little Gap. This is an upgrade of the poles and lines in that area. Mr. Boileau expressed some concern that the information the Township received from PPL



did not indicate what the impact would be on individual properties. Mr. Boileau requested that the BOS request a review of the PPL process of notification to see if, in the future, more specific information could be included.

Mary Anne Clausen said that, while this project is already in process, that there is a proposed gas pipeline (PennEast) coming into our area and they have recently requested a meeting.

Archie Craig asked about the possibility of someone living in the Township “off the grid”, with no electric, water from a spring etc. After a lively discussion, it was determined that this would be a subject for the zoning officer.

Mary Anne Clausen stated that the Board of Supervisors is in receipt of the Planning Commission’s recommendations for changes in the SALDO and are trying to begin that process this year.

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

**Adjournment:**

- There was a motion by James Leiding and seconded by Archie Craig to adjourn. Motion carried. Meeting adjourned at 8:05 P.M.

Respectfully,

E. Ann Velopolcek, Secretary

Planning Commission Minutes  
April 19, 2018

On April 19, 2018 a regular Meeting of the Eldred Township Planning Commission took place at the Eldred Township Municipal Building, 490 Kunkletown Rd. Kunkletown, Pennsylvania.

**In Attendance:** In attendance were Robert Boileau, Chairman; Carey Krum; Archie Craig; Charles Phillips and Michael Gaul Solicitor.

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

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

**Approval of Minutes:** There was a motion by Robert Boileau and seconded by Archie Craig to approve the minutes of March 15, 2018 Motion carried (4-0).

**Old Business:** Curt Bush appeared before the Commission to present an “as-built” plan for the Personal Care Home to the Planners. Solicitor Gaul suggested that As-Built Plans are generally kept by the Township as a historical record of the construction for any future reference necessary.

Mr. Boileau read a letter from Hanover Engineering indicating its review and recommending no changes, and also related a message from the Zoning Officer also indicating no issues.

Solicitor Gaul will discuss with the Zoning Officer and the engineers to determine whether the plan needs to be recorded as an amendment to the original recorded plan at the Monroe County Courthouse.

- There was a motion by Robert Boileau and seconded by Carey Krum to approve the “as-built” plan as modified, except that it be recorded at the Courthouse if it is required after consultation with the Zoning Officer and the engineer. Motion carried (4-0).

**New Business:** Lot Joinder; Kuehner Fields

Steve Gitch and Rudy Wolfe of Keystone Engineering appeared to discuss a lot joinder. Solicitor Gaul indicated that this is in fact a lot consolidation. Solicitor Gaul stated that the simplest way to do this is with an owner's affidavit, as required by our SALDO.

After some discussion:

- There was a motion by Robert Boileau and seconded by Carey Krum to recommend to the Board of Supervisors, the approval of the consolidation of lots 20 and 21 at Kuehner Fields, owner L. Moyer, subject to the approval of the solicitor.

Keystone Engineering also brought a discussion of a minor subdivision of a 2-acre lot from a 223-acre lot. They are asking for guidance for a waiver of the requirement of septic testing on the remainder lot as it will be used for agricultural purposes only. Mr. Boileau read the DEP waiver language. Solicitor Gaul read from the Eldred Township Zoning Ordinance (§707.9 (b)) that only a proposed lot with sub-surface sewage disposal in a wellhead protection area would require testing for a non-buildable lot with the appropriate language. Accordingly, this proposed minor subdivision would not require an additional waiver from Eldred Township, unless the Zoning Officer has a different opinion.

**Ordinance 2018-03; Zoning Change:** Solicitor Gaul explained that the use of Township facilities are now subject to some Special Exceptions or conditional uses which puts decisions in the hands of appointed rather than the elected officials of the Township. The change would make "Township Facilities" a permitted use in all zoning districts.

Since there is some inconsistency in our Zoning Ordinance, including some definitions, Solicitor Gaul has attempted to resolve some issues by this addition to the schedules of uses. After lengthy discussion:

- There was a motion by Robert Boileau and seconded by Archie Craig to make the recommendation to the Board of Supervisors to approve Ordinance 2018-03. Motion carried (3-0). Carey Krum abstaining.

**Polk Township Zoning and SALDO Review:** The Planners briefly reviewed the proposed changes and had no additional comment.

**ASA-** Documents were delivered to the Planning Commission for review at the next Planning Commission meeting.

**New Member Appointment:** Robert Boileau announced that the Board of Supervisors has appointed Donna Mikol as the new planner (replacing Helen Mackes).

**Treasurer Position:** Mr. Boileau has determined that there is no requirement for the Planning Commission to have a Treasurer, therefore Mr. Boileau is resigning the position of Treasurer with Helen Mackes being honored as the last Planning commission treasurer.

**Seminar:** Mr. Boileau announced that a seminar is available, funds have been approved on May 4.

**Adjournment:**

- There was a motion by Archie Craig and seconded by Charles Phillips to adjourn. Motion carried (4-0) Meeting adjourned at 8:40 P.M.

Respectfully submitted,

E. Ann Velopolcek, Secretary

Planning Commission Minutes  
March 15, 2018

On Thursday, March 15, 2018, 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, Chair; Charles Phillips; Archie Craig; Carey Krum; Michael Kolba and James Leiding.

**Call to Order:** Chairman Robert Boileau called the meeting to order at 7:10 P.M.

Mr. Boileau announced the passing of Helen Mackes and the Commission honored her with a moment of silence.

**Public Comment of Non-Agenda Items:** There was no public comment on non-agenda items.

**Approval of Minutes:**

There was a motion by Carey Krum and seconded by Archie Craig to approve the minutes of February 15, 2018. Motion carried (6-0).

**Old Business:** Beck Hearing- Mr. Boileau mentioned the letter the Commission sent to the Zoning Hearing Board regarding the Beck application for Special Exception recommending denial of the application. He read the letter received by Atty. Martino waiving the 60-day hearing requirement. Mr. Boileau recommended the PC members attend the hearing as an educational experience.

Discussion of Flow Chart- Deferred

**New Business:** Kuehner Fields- the Planning Commission received a letter from Keystone Consulting Engineers representing Kuehner Fields Estates. They are applying for a new NPDES permit from DEP. In accordance with DEP's policy they have requested information from the Planning Commission. Mr. Boileau sent a letter to Keystone in response to that request stating that any changes to the approved plan would need to come to the Planning commission for review.

**Path Seminar:** Mr. Boileau announced the Path Seminar available to the Planners titled “Duties of the Planning Commission”. Mr. Boileau expects to be able to attend. Any other wishing to go were requested to notify the Secretary.

**Other:** Mr. Boileau announced that he received information about a PSATS organization, the Township Planning Association. The dues are \$125.00/yr.

Mr. Boileau read a letter from Governor Wolf regarding our Resolution 2018-01 regarding House Bill 1620, acknowledging the Resolution.

**Polk Township Zoning Change Correspondence:** Mr. Boileau explained the request by a resident of Polk Township for a zoning change to permit a property to be placed into an agricultural protection program. As members of CJERP, Eldred township has been notified of the request. The Planning Commission will not be making a recommendation regarding this letter.

**Public Comment:** Gary Hoffman let the Planners know that Silver Spring Blvd. will be closed for a bridge replacement soon and that the work will be done 24 hours/day to speed the process. Mr. Hoffman also announced the Chestnuthill Township is planning a new emergency operations center off Rt. 715 that may serve as a regional operations center for all emergency operations.

**Adjournment:**

There was a motion by Archie Craig and seconded by Michael Kolba to adjourn. Motion Passed (6-0). Meeting adjourned at 7:50 P.M.

Respectfully submitted,

E. Ann Velopolcek  
Recording Secretary

Planning Commission  
February 15, 2018

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

**In Attendance:** Robert Boileau, Chairman; Charles Phillips, Archie Craig, Carey Krum, Brien Kocher, Engineer and Solicitor Michael Gaul. Not in attendance were Helen Mackes, Mike Kolba and James Leiding.

**Approval of Minutes:**

There was a motion by Archie Craig and seconded by Charles Phillips to approve the minutes of January 18, 2018. Motion carried (4-0).

**Beck Application for Special Exception:** Heather and Christopher Beck appeared before the Commission with Attorney David Martino to present for review an application for Special Exception. Robert Boileau explained that the Planning Commission would review and make a recommendation to the Zoning Hearing Board on the special Exception but that any variance applications would not come to the Planning Commission.

Attorney David Martino Explained that the Becks are seeking a special Exception to operate a home-based business of home occupation variance to store tree trimming equipment. He presented a sketch plan.

Solicitor Gaul asked what exactly was being asked for in the application.

Attorney Martino replied that he believes a special exception for the acreage (4.2) would be required as the Zoning Ordinance requires 5 acres.

Mr. Boileau pointed out that in the R district, a home-based business is not a permitted use.

Mr. Boileau gave the Becks some guidance about a proper sketch plan and what should be shown, and suggested they should include that with their application.

Mr. Phillips stated that the Becks were in effect asking for a rezoning and that spot zoning was not permitted. He believes that a curative amendment would be necessary. Solicitor Gaul suggested that having the property rezoned as AR might be a solution.

Mr. Beck stated that the present uses are residential, employee parking, vehicle/equipment parking.

Mr Kocher described the proposed use of the property as a contractor's yard, also not a permitted use except in the RR district.

He read the definition from the SALDO: Contractor's Yard - Any premises used as the base of operation by any tradesman or contractor for the storage of equipment, vehicles and supplies.

After much discussion:

There was a motion by Robert Boileau and seconded by Carey Krum that the Planning Commission recommend to the Zoning Hearing Board that the application be denied for primarily 2 reasons: that a home-based business is permitted only in the AR and RR districts and not in the R district and that a contractor's yard is not a permitted use in the R district. A variance would be required to place both a home-based business or a contractor's yard in the R Zone. In the event that variances are granted, a detailed plot plan would need to be submitted to determine a Special Exception use. Motion carried (4-0).

Minor Subdivision Flow Chart: The Planners were given a flow chart to review.

There was a motion by Robert Boileau and seconded by Archie Craig that the Commission send a letter to the Board of Supervisors requesting that amendments to the zoning and SALDO appear on the website and that a page be added that will contain Public Notices. Motion carried (4-0).

New Business: There was no new business.

Adjournment:

There was a motion by Archie Craig and seconded by Charles Phillips to adjourn. Motion carried (4-0). Meeting adjourned at 8:25 P.M.

Respectfully submitted,

E. Ann Velopolcek



Planning Commission Minutes  
January 18, 2018

On Thursday, January 18, 2018, 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; Archie Craig; Mike Kolba; Charles Phillips; James Leiding and Solicitor Michael Gaul.

**Call to Order:** The meeting was called to order by Robert Boileau at 7:00 P.M. Mr. Boileau asked for a nomination for a temporary chair.

**Reorganization:**

- There was a motion by Mike Kolba and seconded by Robert Boileau to appoint Archie Craig, Temporary Chairman. Motion carried (5-0).
- There was a motion by James Leiding and seconded by Mike Kolba to appoint Robert Boileau as Chairman. Motion carried (5-0).
- There was a motion by Charles Phillips and seconded by Mike Kolba to appoint James Leiding as Vice-Chairman. Motion carried (5-0).
- There was a motion by Robert Boileau and seconded by Charles Phillips to appoint Helen Mackes as Secretary. Motion carried (5-0).

This ends the Reorganizational meeting.

**Regular Meeting:** Chairman Robert Boileau presiding.

**Approval of the Minutes:**

There was a motion by Mike Kolba and seconded by Robert Boileau to approve the minutes of November 16, 2017. Motion carried (5-0).

There was a motion by James Leiding and seconded by Archie Craig to approve the minutes of December 21, 2017. Motion carried 5-0.

**New Business:** PennDot Connects has sent an email (forwarded to the Planners on Jan. 11). Mr. Boileau asked the planners to consider attending one of the workshops. Registration is through the email.

**Old Business:** Mr. Boileau referenced the agenda items which the PC reviewed throughout the year (windmills, medical marijuana, mini-cell towers, agricultural products processing and acreage requirements for horses), and suggested that the members who researched and advised the Commission on these topics, continue to follow those topics and bring to the Commission any new information that they believe the Commission should consider.

Mr. Boileau then discussed the idea of having a flow chart that describes the process an application follows from submission to permitting. His concerns are that since the process can be complicated by reviews and delays, that a deadline could be missed, prompting a deemed approval that would not be in the Township's best interest, and also that the Commission should be apprised, in a timely manner, of any project or person that may come before the Commission.

Solicitor Gaul responded that once a submission (for a special exception or conditional use has been accepted, the Township has 60 days to have a hearing. Mr. Phillips asked if there was any reason that the Township could reject an application for review. Solicitor Gaul replied that if the appropriate Township entity (as stated in the Zoning Ordinance) deems the application is complete, then application is then considered accepted.

A lengthy discussion followed regarding exactly when an application is officially accepted, who accepts the application and when the timeframes indicated in the Municipal Code and Zoning Ordinances begin.

Mr. Boileau asked about an applicant appearing before the Commission, after an application has been submitted. (He referenced the unexpected appearance of the Nestle group at a meeting following their SE Submission). Solicitor Gaul answered that what should happen, is that a letter should go out to the applicant and (notice) to the Planners, Solicitor and Engineer, confirming receipt of the application and asking for their presence at the next meeting of the Planning Commission, when a review of the application will take place, the Planners, Solicitor and perhaps the Engineer can be prepared to ask and answer questions. If all the requirements in the Zoning Ordinance are complied with, then it is reasonable to have an applicant appear at the next Planning Commission meeting to have the submission reviewed for completeness.

After much discussion about the details, Solicitor Gaul suggested that when a plan comes in to the Township, the Secretary or other authorized Township employee, providing the correct number of copies are present and the fees are paid, the application should be timestamped, and a receipt given to the applicant. Next (*immediately*), the appropriate Township officials are to be notified of a submission, copies distributed and a letter describing this activity goes out to the applicant, all the

relevant Township Officials and Appointees, the Solicitor and Township Engineer, and all timeframes that apply shall proceed from this original submission date.

Then Mr Kolba read from the Eldred Township Zoning Ordinance which says (excerpt follows):

303.1.5 Official Date of the Preliminary Plan Submission - The official date of the Preliminary Plan submission shall be determined by the Planning Commission which shall examine the submission to determine that all documents are complete and in proper form.

If the submission is not complete or not in the proper form, the Applicant shall be notified, in writing, of the deficiencies; and, the submission shall be rejected until the said deficiencies are corrected and then examined again at the next regularly scheduled or special meeting after the resubmission.

If the submission is complete and acceptable, the Planning Commission Secretary shall complete an official submission receipt listing **the date of the said meeting as the Official Date of the Preliminary Plan Submission** and forward said receipt to the Applicant.

Solicitor Gaul indicated that depending upon the deficiencies, it is customary to permit revisions to be made and submitted. The applicant is required to pay the costs of additional reviews. Those plans could be conditionally approved, with notification of the conditions to the applicant. Additionally, Solicitor Gaul noted that the no township Code can supersede the Pennsylvania Code as it relates to Zoning requirements.

**Public Comment:** There was not public comment.

**Adjournment:** There was a motion by James Leiding and seconded by Archie Craig to adjourn. Motion carried (5-0).

Respectfully submitted,

E. Ann Velopolcek, Secretary