



Eldred Township Planning Commission

Monroe County, Pennsylvania



Planning Commission Minutes Regular Meeting September 9, 2026

On Wednesday, September 9, 2026, the Eldred Township Planning Commission met for its regular monthly meeting at the Eldred Township Municipal Building located at 490 Kunkletown Road, Kunkletown, PA 18058.

In Attendance: Matthew Hosking; Robert Boileau; James Leiding; Kevin Bush; Alyssa Meadows; Solicitor Michael Gaul; and Maurin Ritinski, Recording Secretary.

Absent: Scott Clark; Megan Yarashas; and Brien Kocher, Township Engineer.

Call to Order: The meeting was called to order at 7:02 P.M.

Announcement of Recording: Matthew Hosking announced that the meeting was being recorded.

Approval of Agenda or Additions to the Agenda: Robert Boileau made a motion to approve the agenda as distributed with no changes or additions; seconded by James Leiding. All Planning Commissioners present voted in favor. Motion carried (5-0).

Public Comment on Non-Agenda Items: There was no public comment. There were no members of the public signed in online.

Approval of Minutes: Kevin Bush made a motion to approve the minutes of the August 12, 2026, meeting, seconded by James Leiding. All Planning Commissioners present voted in favor. Motion carried (5-0).

Subdivision and Land Development Plans:

- Frantz Minor Subdivision (accepted for review June 2023)

Approved Extension Date December 16, 2026



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Matthew Hosking stated that there have been no updates regarding this plan. Mr. Hosking stated that the approved extension is through December and therefore there is no action required by the Planning Commission at this time. Solicitor Michael Gaul stated that this item can remain on the agenda. There were no actions or motions made regarding this agenda item.

➤ Frei Minor Subdivision (BOS conditionally approved July 15, 2026)

Matthew Hosking stated that an updated review letter from Hanover Engineering was received regarding Sewage Facilities Planning Module Component 1 Review #3. Matthew Hosking indicated that there was no action required by the Planning Commission at this time. James Leiding thanked Matthew Hosking for keeping the Planning Commission updated.

➤ Ruslan Kolyuzhko Minor Subdivision

Matthew Hosking explained that this is a lot improvement subdivision plan that is primarily in Polk Township. The plan removes a cul-de-sac and combines four (4) or five (5) existing lots into one larger lot. Mr. Hosking stated that approximately a tenth of an acre of land is in Eldred Township. The applicant has requested that Eldred Township determine if the Township would like to be included in the SALDO review or defer to Polk Township. Solicitor Michael Gaul stated that he recommends that Eldred Township waive any SALDO review of this plan. Solicitor Gaul noted that if a house is later built on the land that is in Eldred Township, it would be taxable by Eldred Township since taxes follow the house and not the property. Robert Boileau questioned if the Assessment Office would give a portion of the taxes to Eldred Township for the land that is in Eldred Township. Solicitor Gaul stated that he does not believe the tax revenue is split between municipalities. Solicitor Gaul indicated that most of the land in this case is in Polk Township. Matthew Hosking made a motion to recommend to the Board of Supervisors that Eldred Township waive SALDO review requirements of the Ruslan Kolyuzhko Minor Subdivision Plan, seconded by James Leiding. Alyssa Meadows brought up that she investigated the history of the applicant and learned that the applicant has a short-term rental property history. Ms. Meadows questioned the zoning in Polk, reasoning for the plan, and if the applicant has intentions of having a short-term rental property on this land. Solicitor Gaul explained that this will be a Polk Township issue and that he believes Polk Township has Zoning and Building requirements for short-term rental properties. The zoning in Polk Township for the parcels on this plan is R1. There being no further discussion, on the motion, all Planning Commissioners present voted in favor. Motion carried (5-0).



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CJERP Regional Planning Committee: Robert Boileau stated that there was no CJERP meeting and therefore no updates to report. There was no further discussion.

Proposed Ordinances/Amendments:

➤ Chickens and Roosters Ordinance

Matthew Hosking stated that updates to the draft ordinance have been made by Solicitor Michael Gaul. Solicitor Gaul explained that updates include rephrasing and reorganizing. Solicitor Gaul indicated that he also added text regarding applicability and minimum lot size to account for lots that may have more than one principal dwelling. Solicitor Gaul requested that Mr. Hosking send the name of the Pennsylvania State Extension publication that was used to determine the standard weight for small fowl so that this may be noted in Table 503.19-1 “Chicken Equivalents for Small Fowl”. Planning Commission Members discussed if the draft ordinance should be sent to the Board of Supervisors for consideration or if it should be further reviewed by the Planning Commission next month. Robert Boileau stated placing this on the agenda for next month will give Mr. Clark and Ms. Yarashas time to review the updated draft ordinance. Ms. Meadows agreed that she would also like time to read the draft ordinance prior to it going to the Board of Supervisors.

Ms. Meadows questioned how the draft ordinance addresses if a lot would have the home at the rear of the parcel and have a rooster. Mr. Hosking explained that the Zoning Ordinance would define the rear of the lot for any odd shaped parcels. Ms. Meadows questioned if a larger lot, such as a ten (10) acre lot, had a home at the rear of the parcel and did not have the space for a rooster, how the ordinance would apply for this situation. Solicitor Gaul explained that the owner could apply for a variance. Mr. Hosking stated that it would need to be investigated on how many ten (10) acre lots are in the residential zone. Solicitor Gaul also noted that roosters cannot have free range and would need to be in a coop. Kevin Bush made a motion to table the Chickens and Rooster Ordinance until the next meeting, seconded by Alyssa Meadows. All Planning Commissioners present voted in favor. Motion carried (5-0).

New Business:

Robert Boileau stated that during the Frei Subdivision Plan, it was brought to the Planning Commission’s attention that the applicant had paid over twenty thousand dollars in fees. Mr. Boileau reported that he was informed that if this had been in other municipalities in Monroe County, or in Carbon County, the fees would be significantly less (around four to five thousand dollars to less than ten thousand dollars). Solicitor Gaul stated that looking at where the fees were allocated towards is important. Matthew Hosking stated that the applicant commented that he thought Act 319 allowed him



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to subdivide without approval of the Township. Solicitor Gaul explained the two ways that a property can be divided under Act 319 without taxation. Solicitor Gaul explained the terminology and noted that the applicant had a misunderstanding of terminology and Act 319. Solicitor Gaul stated that he believes the entire property was surveyed for the Frei Subdivision and is interested to know what the survey fees were for this. Solicitor Gaul stated that he would recommend that the Planning Commission send communication to the Board of Supervisors so that the Planning Commission can have a better understanding of how the fees correlate to the requirements for subdivision of land. Solicitor Gaul noted that the request can state that there was a recent inquiry by an applicant as to whether or not the subdivision process for a large tract of land into two smaller parcels could be more economically friendly to the applicant. It was discussed to also speak with Mr. Frei regarding the fees he paid. Robert Boileau made a motion to draft a request to the Board of Supervisors for the Planning Commission to obtain information related to the fees incurred by the property owner, fees obtained by the Township, and discuss this in regard to the Frei Subdivision Plan in order to understand the efficiency of the subdivision process, seconded by James Leiding. All Planning Commissioners present voted in favor. Motion carried (5-0). Mr. Hosking noted that he will send a letter to the Board of Supervisors.

Public Comment: There was no public comment.

Adjournment: Kevin Bush made a motion to adjourn the meeting, seconded by Alyssa Meadows. All Planning Commissioners present voted in favor. Motion carried (5-0). Meeting adjourned at 7:35 P.M.

Respectfully submitted,

Maurin Ritinski, Recording Secretary

Eldred Township Planning Commission Agenda
September 9, 2026

Call to Order

Announcement of Recording

Approval of or Additions to the Agenda

Public Comment on Non-Agenda Items

Approval of Minutes: August 12, 2026

Subdivision and Land Development Plans

Frantz Minor Subdivision (accepted for review June 2023)
Approved Extension Date December 16, 2026

Frei Minor Subdivision (BOS conditionally approved July 15, 2026)

- SPF Component 1 Review #3 Letter

Ruslan Kolyuzhko Minor Subdivision

CJERP Regional Planning Committee

Proposed Ordinances/Amendments

Chickens and Roosters Ordinance

New Business

Public Comment

Adjournment