



**Official Agenda of North Huntingdon Township:  
Board of Commissioners Special Meeting**

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**A. Call To Order**

Zachary Haigis  
President, Board of Commissioners

**B. Pledge Of Allegiance**

**C. Roll Call**

Commissioner Hempel

Commissioner Haigis

Commissioner Atwood

Commissioner Gray

Commissioner Zona

Commissioner McGhee

Commissioner McHugh

**D. Citizen's Input**

**E. Work Session Discussion Topics**

**1. Solar Ordinance**

Documents:

[NHT\\_SOLAR ORDINANCE\\_DRAFT\\_02\\_03\\_26.PDF](#)

**2. Summer Help Positions For Recreation Events**

Documents:

### 3. Senior Tax Rebate Proposal

Documents:

## F. Planning / Engineering Topics

### 1. S-17-2025: Sheetz Consolidation, C-1 Zoning

Reapproval needed to record subdivision plan.

Documents:

### 2. SP-01-2024: Lincoln Corner II Revisions, SR30, C-1 Zoning

Proposed building changes for previously approved medical office.

Documents:

## G. Old Business

## H. Further Board Comments

## I. Adjournment

**OFFICIAL  
TOWNSHIP OF NORTH HUNTINGDON  
SOLAR ENERGY SYSTEM ORDINANCE  
ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE TOWNSHIP OF NORTH HUNTINGDON, COUNTY  
OF WESTMORELAND, AMENDING THE NORTH HUNTINGDON TOWNSHIP  
ZONING ORDINANCE TO ADD REGULATIONS GOVERNING SOLAR  
ENERGY SYSTEMS.**

**WHEREAS**, the Board of Commissioners of North Huntingdon Township recognizes the need to encourage the use of renewable and sustainable energy resources while ensuring such installations are compatible with surrounding land uses and consistent with the public health, safety, and welfare, and;

**WHEREAS**, the Township desires to amend the Zoning Ordinance to establish clear standards for the placement, construction and operation of solar energy systems, accessory and commercial in scale;

**NOW THEREFORE, BE IT ORDAINED AND ENACTED**, by the Board of Commissioners of the Township of North Huntingdon, County of Westmoreland, Commonwealth of Pennsylvania, as follows

**I. Renewable Energy Systems**

**(A) Purpose and Intent** – This section differentiates between Accessory Solar Energy Systems and Utility-Scale Solar Energy Systems (Solar Farms), designed primarily for commercial or utility sale of electricity. The purpose of this section is to regulate the installation and operation of solar energy systems in North Huntingdon Township to:

- (1)** Promote the safe, effective, and efficient use of renewable energy systems;
- (2)** Protect public health, safety, and welfare;
- (3)** Minimize potential adverse visual, environmental, and property impacts; and
- (4)** Ensure compliance with applicable federal, state, and local regulations.

**(B) Definitions**

**Solar Energy System**: A device or combination of devices, structures or equipment that collects, converts, stores or distributes solar energy for heating, cooling, generating electricity or other purposes.

**Accessory Solar Energy System**: A solar energy system whose primary purpose is to provide electrical power to a structure or use located on the same lot.

**Utility-Scale Solar Energy System (Solar Farm)**: A solar energy facility designed and operated primarily to generate electricity for sale or transfer to the public utility grid.

**Battery Energy Storage System (BESS)**: A type of energy storage technology that uses a group of batteries in the grid to store electrical energy.

**Base Flood Elevation (BFE):** The elevation of the base flood, also known as the 100-year flood, as established by the Federal Emergency Management Agency (FEMA).

**(C) Accessory Solar Energy Systems** – Accessory solar energy systems shall be permitted as accessory uses in all zoning districts, subject to the following standards and criteria:

**(1) General Requirements**

- (a) No solar collector panels shall be located over any septic system, tank, or leach field.
- (b) All solar panels and related equipment located within a FEMA-designated floodplain shall be installed above the base flood elevation.
- (c) Roof-mounted solar panels shall not project more than four (4) feet above the roof surface in nonresidential zoning districts or two (2) feet in residential or agricultural zoning districts.
- (d) Ground-mounted solar panels shall be located to minimize visibility from adjacent properties and public rights-of-way, utilizing existing vegetation or topography for screening where practical.
- (e) A building permit shall be required prior to installation.

**(2) Setbacks and Height – Ground Mounted Systems**

- (a) Front yard setback (from recorded right-of-way line): 30 feet
- (b) Rear yard setback: 10 feet
- (c) Side yard setback: 10 feet
- (d) Maximum height: 14 feet above grade

**(D) Utility-Scale Solar Energy Systems (Solar Farms)** – Utility-scale or commercial solar energy systems shall be permitted by Special Exception in all Zoning Districts, subject to the following requirements:

**(1) Lot and Design Requirements**

- (a) Minimum lot size = 50 acres.
- (b) Minimum setback: 250 feet from all property lines.
- (c) Panels shall be arranged to prevent glare onto adjacent properties, public roads and rights-of-way.
- (d) Underground wiring shall be required unless otherwise approved by the Township Engineer for site-specific conditions.

**(2) Application Requirements**

A complete application shall include a scaled site plan prepared by a licensed professional land surveyor or engineer showing: property boundaries, leased area, panel layout, access drives, substations, fencing and screening. Manufacturer specifications for solar panels and inverters shall be submitted with the application.

**(3) Construction and Safety Standards**

- (a) The layout, design, and installation of the facility shall conform to applicable industry standards, including those of ANSI, UL, and other recognized certifying organizations, and shall comply with the Uniform Construction Code (Act 45 of 1999, as amended) and all applicable fire and life safety codes.
- (b) Manufacturer specifications for all equipment shall be provided as part of the application.
- (c) All on-site utility and transmission lines extending to and from the facility shall be installed underground to the maximum extent practicable.
- (d) The facility shall be designed and located to prevent reflective glare toward inhabited buildings on adjacent properties and public rights-of-way.
- (e) No part of the facility shall be placed within a legal easement or rights-of-way that would impede the operation of the facilities occupying the easement or rights-of-way, or be placed within any stormwater conveyance system so as not to disrupt managed stormwater runoff.
- (f) The Township reserves the right to inspect a utility-scale solar energy system for building or fire code compliance and safety.

**(4) Height and Rooftop Installations**

- (a) Solar panels or associated structures on rooftops shall comply with the maximum height limits of the zoning district.
- (b) Applicants shall provide engineer-certified plans verifying that any building used for mounting is structurally capable of supporting the system.
- (c) For sloped roofs facing the front yard, the system shall follow the roof angle and not exceed 18 inches above the roof surface.
- (d) For flat roofs, systems shall be set back or screened (e.g., parapet wall or similar architectural treatment) so they are not visible from the adjacent public right-of-way at ground level.
- (e) The maximum height of a rooftop-mounted system shall not exceed three (3) feet above a sloped roofline or six (6) feet above a flat roofline.

**(5) Fencing, Signage, and Screening**

- (a) The entire ground-mounted solar energy facility shall be enclosed by a fence at least eight (8) feet in height with self-locking gates.
- (b) Warning signs identifying electrical hazards and emergency contact information shall be posted at entrances and transformer or substation areas.
- (c) All mechanical and electrical equipment shall be screened from residential properties and public rights-of-way per the Township SALDO landscaping standards.

**(6) Sound**

Operational noise must not violate the Township noise ordinance.

**(7) Impervious Coverage**

The total surface area of ground-mounted solar panels shall be considered impervious surface for zoning and stormwater management surfaces.

**(8) Signage**

No commercial advertising or graphic content shall be displayed on solar arrays. Only manufacturer identification, safety warnings and technical labels are permitted, limited to an area not exceeding 36 square inches per sign.

**(9) Decommissioning, Abandonment and Financial Security**

- (a) The owner shall notify the Township immediately upon cessation of operations.
- (b) A solar facility shall be deemed abandoned if disconnected from the grid or nonfunctional for a period of six (6) consecutive months.
- (c) Within twelve (12) months of abandonment, all panels, supports, wiring and associated equipment shall be removed, and disturbed ground areas restored and re-seeded.
- (d) If the owner fails to remove the system within the required period, the Township may remove it and charge all associated costs, including legal fees, to the property owner or operator.
- (e) Unpaid costs shall constitute a municipal lien on the property.
- (f) At the time of application, the facility owner shall provide the Township with a cost estimate for decommissioning activities.
- (g) Prior to issuance of a building permit, the applicant shall provide financial security (in a form and amount approved by the Township and separate from the performance bond as required in the Developers Agreement) sufficient to guarantee full decommissioning and site restoration. This financial security shall be adjusted as needed over time to account for inflation and other market changes.
- (h) A decommissioning plan and operation and maintenance agreement shall be submitted and recorded at the Westmoreland County Recorder of Deeds Office.

**(10) Insurance**

The owner/operator shall maintain liability insurance with minimum coverage of \$1,000,000 per occurrence and \$2,000,000 aggregate.

**(11) Rapid Disconnect Required**

All systems governed by this ordinance must include a rapid disconnect plan authorized by the National Electric Code, most recent edition, as amended and adopted by the Commonwealth of Pennsylvania.

**(E) Battery Energy Storage Systems (BESS) – These systems shall be permitted by Special Exception in all Zoning Districts, subject to the following requirements:**

**(1) Lot and Design Requirements**

- (a) Minimum lot size = 10 acres.
- (b) Minimum setback: 100 feet from all property lines.
- (c) Underground wiring shall be required unless otherwise approved by the Township Engineer for site-specific conditions.

## **(2) Application Requirements**

A complete application shall include a scaled site plan prepared by a licensed professional land surveyor or engineer showing: property boundaries, leased area, battery layout, access drives, substations, fencing and screening.

## **(3) Construction and Safety Standards**

- (a) The layout, design, and installation of the facility shall conform to applicable industry standards, including those of ANSI, UL, and other recognized certifying organizations, and shall comply with the Uniform Construction Code (Act 45 of 1999, as amended) and all applicable fire and life safety codes.
- (b) Manufacturer specifications for all equipment shall be provided as part of the application.
- (c) All on-site utility and transmission lines extending to and from the facility shall be installed underground to the maximum extent practicable.
- (d) No part of the facility shall be placed within a legal easement or rights-of-way that would impede the operation of the facilities occupying the easement or rights-of-way, or be placed within any stormwater conveyance system so as not to disrupt managed stormwater runoff.
- (e) The Township reserves the right to inspect a BESS site for building or fire code compliance and safety.

## **(4) Fencing, Signage, and Screening**

- (a) The entire BESS facility shall be enclosed by a fence at least eight (8) feet in height with self-locking gates.
- (b) Warning signs identifying electrical hazards and emergency contact information shall be posted at entrances and transformer or substation areas.
- (c) All mechanical and electrical equipment shall be screened from residential properties and public rights-of-way per the Township SALDO landscaping standards.

## **(5) Sound**

Operational noise must not violate the Township noise ordinance.

## **(6) Impervious Coverage**

The total surface area of the BESS shall be considered impervious surface for zoning and stormwater management surfaces.

## **(7) Signage**

No commercial advertising or graphic content shall be displayed on battery arrays. Only manufacturer identification, safety warnings and technical labels are permitted, limited to an area not exceeding 36 square inches per sign.

## **(8) Decommissioning, Abandonment and Financial Security**

- (a) The owner shall notify the Township immediately upon cessation of operations.
- (b) A BESS shall be deemed abandoned if disconnected from the grid or nonfunctional for a period of six (6) consecutive months.

- (c) Within twelve (12) months of abandonment, all batteries, wiring and associated equipment shall be removed, and disturbed ground areas restored and re-seeded.
- (d) If the owner fails to remove the system within the required period, the Township may remove it and charge all associated costs, including legal fees, to the property owner or operator.
- (e) Unpaid costs shall constitute a municipal lien on the property.
- (f) At the time of application, the facility owner shall provide the Township with a cost estimate for decommissioning activities.
- (g) Prior to issuance of a building permit, the applicant shall provide financial security (in a form and amount approved by the Township and separate from the performance bond as required in the Developers Agreement) sufficient to guarantee full decommissioning and site restoration. This financial security shall be adjusted as needed over time to account for inflation and other market changes.
- (h) A decommissioning plan and operation and maintenance agreement shall be submitted and recorded at the Westmoreland County Recorder of Deeds Office.

**(9) Insurance**

The owner/operator shall maintain liability insurance with minimum coverage of \$1,000,000 per occurrence and \$2,000,000 aggregate.

**(10) Rapid Disconnect Required**

All systems governed by this ordinance must include a rapid disconnect plan authorized by the National Electric Code, most recent edition, as amended and adopted by the Commonwealth of Pennsylvania.

**(F) Exemptions** – Rooftop solar installations for on-site power generation are exempt if they primarily supply electricity for on-site use, return only de minimis power to the grid and obtain all required permits. Ground-mounted systems must comply with Section C.

## **II. Severability**

If any section, clause or provision of this Ordinance shall be declared invalid, such declaration shall not affect the validity of any other provisions remaining herein.

## **III. Repealer**

Any ordinance, or part of an ordinance, conflicting with this ordinance shall be deemed invalid and the same is hereby repealed insofar as the same affects this ordinance.

**ORDAINED AND ENACTED** at a regular meeting of the Board of Commissioners of the Township of North Huntingdon, County of Westmoreland and Commonwealth of Pennsylvania, a full quorum being present, this Wednesday, the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

TOWNSHIP OF NORTH HUNTINGDON  
BOARD OF COMMISSIONERS

BY: \_\_\_\_\_  
Zachary J. Haigis, President

ATTEST:

\_\_\_\_\_  
Harry R. Faulk, Township Secretary

SEAL

SOLICITOR: Bruce E. Dice

**Job Title:** Seasonal Recreation Worker

**Department:** Parks & Recreation

**Position Type:** Seasonal, Part-Time

**Duration:** April through September

### **Position Summary**

The Seasonal Recreation Worker assists with the planning, setup, and delivery of recreational programs and special events throughout the summer. This position supports a variety of activities designed to engage community members of all ages in safe, fun, and inclusive recreation experiences.

### **Key Responsibilities**

- Assist with the implementation of recreational programs, events, and activities
- Help set up, supervise, and clean up program areas, equipment, and supplies
- Engage participants in a positive, encouraging, and respectful manner
- Ensure participant safety by following program guidelines and safety procedures
- Provide excellent customer service to program participants, families, and the public
- Assist recreation staff with attendance tracking and basic program support tasks
- Report any safety concerns, incidents, or maintenance needs to supervisors
- Perform other related duties as assigned

### **Qualifications**

- Must be at least 18 years old
- Interest in recreation, community programming, or working with the public
- Ability to work well with children, teens, adults, and families
- Strong communication and teamwork skills
- Reliable, responsible, and able to follow instructions
- Ability to work outdoors in varying summer weather conditions
- Prior recreation, camp, or customer service experience is a plus but not required
- ACT 34 (PA State Police Criminal Background), ACT 114 (FBI Fingerprint) , and ACT 151 (PA Child Abuse History) clearances
- Valid PA driver's license

### **Schedule & Hours**

- Part-time hours, including daytime, evenings, and occasional weekends
- Schedule may vary based on program needs and special events

## **Physical Requirements**

- Ability to stand, walk, and be active for extended periods
- Ability to lift and carry up to 40 pounds
- Ability to participate in physical activities as needed

**Rate of Pay:** \$15/hr

## **Senior Tax Rebate Proposal**

### **Eligibility:**

1. At least one person on the real estate tax for the property is 65 years of age or older on January 1 of the year in which the rebate application is made.
2. This person has owned and resided on this property within North Huntingdon Township as their primary residence for a period of not less than five consecutive years prior to the tax year in which the application is made.
3. All real estate taxes for this property have been paid and no tax delinquency exists.
4. The adjusted gross income of the owner(s) of the property is less than \$80,000 for the year preceding the year the application is made.

### **Limitations:**

1. Only one rebate for each applicant regardless of the number of properties owned.
2. The rebate is only available for the property which is identified as their permanent residence.
3. The amount of the rebate is limited to the amount paid in Township real property taxes only for the year in which the application is made.
4. The rebate does not apply to county, school taxes, fire taxes, light taxes, or any special assessment.

### **Application:**

1. A copy of the paid receipt for the Township real property taxes for the year in which application is made.
2. A copy of the deed for the property establishing the applicant's standing.
3. A copy of the IRS 1040 Form showing adjusted gross income for the previous year or, a copy of the year-end statement, 1099 or other evidence of the amount of income.
4. Shall be submitted prior to July 31.

# Memorandum

To: Board of Commissioners



Date: February 3, 2026

From: Ryan Fonzi, Assistant Township Manager

CC: Harry Faulk, Township Manager

Tom Bonidie, Community Development Director

Robert Robinson, P.E., Senior Project Engineer; Kody Grabiak, Engineering Technician

RE: S-17-2025, Sheetz Consolidation, C-1 Zoning

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This proposed lot consolidation is located at the corner of Carpenter Lane and State Route 30. Robert Humme is the owner of all three lots where the Sheetz building currently sits. They would like to consolidate these three lots for the demolition and reconstruction of a new Sheetz building which would extend over the lot line as it currently sits. After the lots are consolidated, the remaining lot will be 1.86 acres in size. This lot consolidation is also a condition for final approval of the Sheetz site plan.

This consolidation was approved in October of 2025. However, the applicant did not record the subdivision inside the 90-day window as dictated by the PA Municipalities Planning Code. Action is requested by the Board to simply reapprove this plan in order for the 90-day clock to reset and give the applicant ample time to record the document.

# Memorandum

To: Board of Commissioners



Date: February 3, 2026

From: Ryan Fonzi, Assistant Township Manager

CC: Harry Faulk, Township Manager  
Robert Robinson, P.E., Senior Project Engineer; Kody Grabiak, Engineering  
Technician  
Tom Bonidie, Community Development Director

RE: SP-01-2024, Lincoln Corner Plaza II Revisions, SR 30, C-1 Zoning

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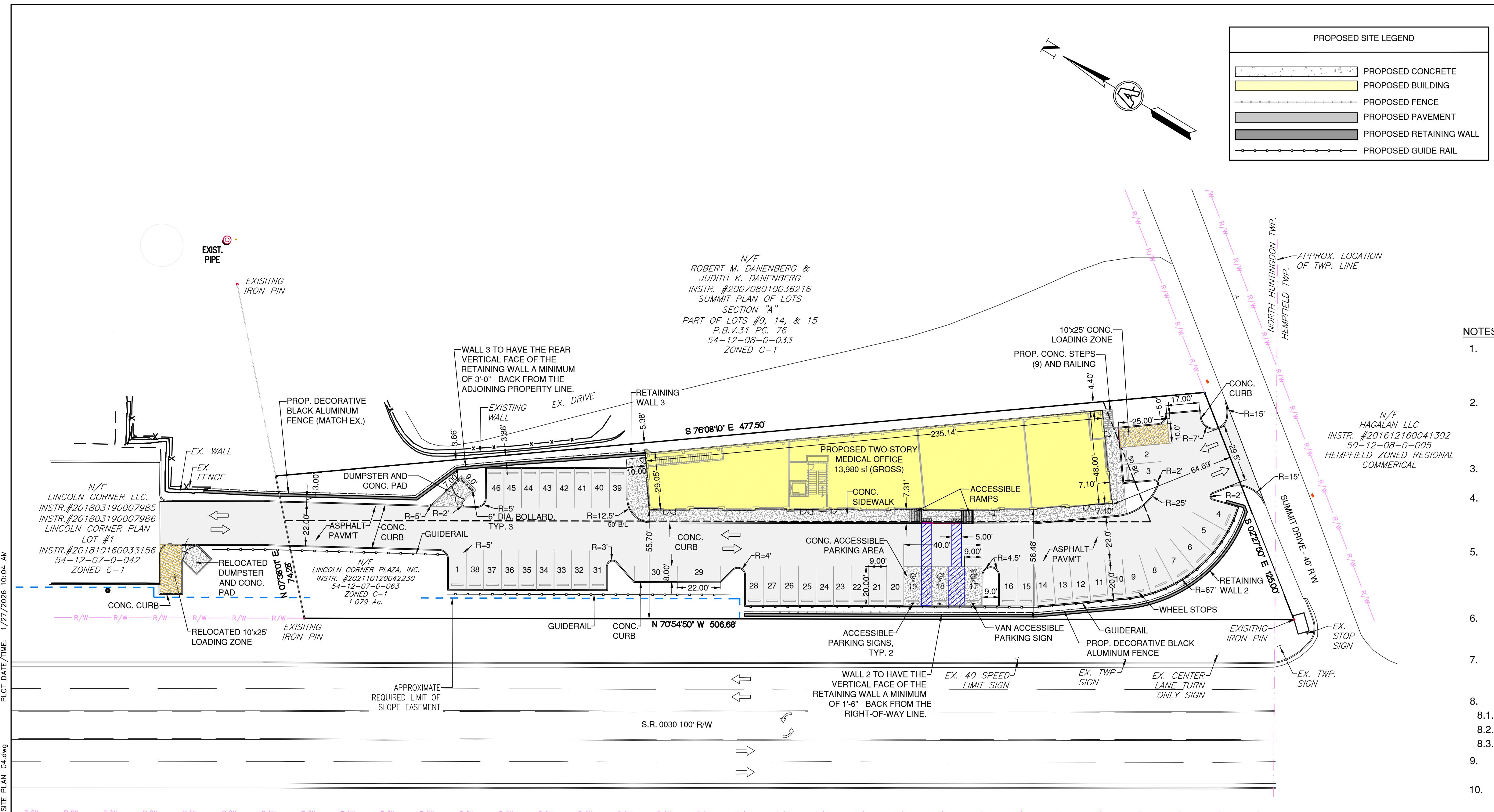
This plan was previously approved in July of 2025 with conditions and six modifications. All the conditions were satisfied and the applicant, Lincoln Corner Plaza, Inc., was permitted to start construction. Then in November of 2025, the applicant's engineer informed the Township that the owner wanted to make some additional changes to the site.

Last July, Lincoln Corner Plaza, Inc. was approved to build a 9,308-sf one-story office building. With the current change request, they are proposing to build a two-story building within the same footprint, and the square footage will increase to 13,980 sf. Since the rear wall of the building will act as a retaining wall, the height of that wall will increase when the building is expanded to two-stories.

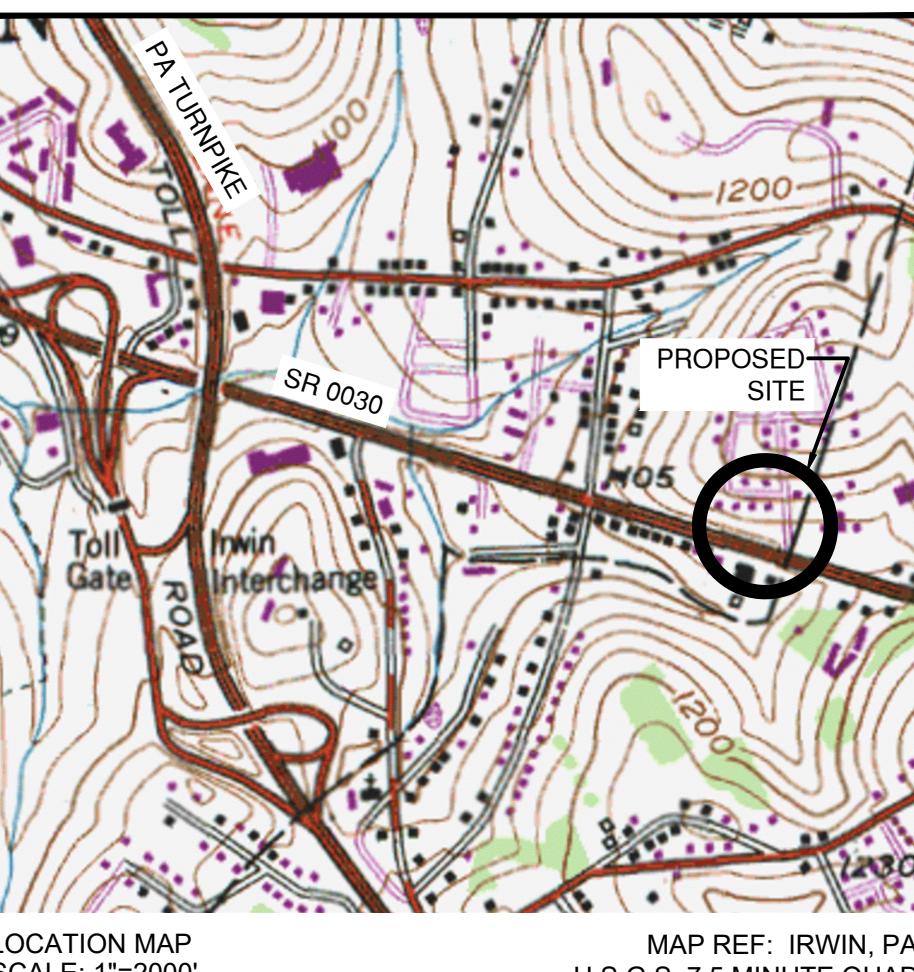
The impervious area of the site is not changing; therefore, the stormwater management plan will not be affected. Two other minor details are the relocation of parking space #1 from the eastern side of the building to the far southwestern corner of the parking lot. The other minor item is the removal of a small retaining wall on the northeast corner of the site. Everything else will stay consistent with the last approval.

This project has changed many times over the last two years. I've asked the applicant and his engineer to attend the Work Session to answer any questions the Board may have regarding these changes. These requests were reviewed by the Township's consulting engineer and were deemed acceptable per Township ordinances. I just wanted to memorialize these changes so that all parties are on the same page moving forward through construction.

Attachment



SITE ZONING DISTRICT - COMMERCIAL (C-1)		
DESCRIPTION	REQUIRED	PROVIDED
MIN FRONT YARD SETBACK (FROM STREET RIGHT-OF-WAY)	50 FT	55.7' AND 64.7'
MIN REAR YARD SETBACK	0. TWO FRONT YARDS BOUND THE SITE	N/A
MIN SIDE YARD SETBACK	C-1 ADJACENT TO C-1 = 0'	4.40'
MAX. BLDG. COVERAGE	50%	19.9% (BASED ON 9,362 sf 1st FLOOR FOOTPRINT)
BUILDING HEIGHT MAX.	8-STORY	2-STORY
PLANTING CRITERIA:  PLANTING REQUIREMENTS: HIGH LEVEL=TREES 6' MIN HEIGHT AT PLANTING, 2" CALIPER  LOW LEVEL=PLANTINGS GREATER THAN 2' AND LESS THAN 6' AT PLANTING	<ul style="list-style-type: none"> <li>10% OF TOTAL SITE AREA (DISTURBED) 57,063 sf X 0.10= 5,706 sf</li> <li>5% OF TOTAL PAVED AREA OF PARKING LOT 22,810 sf X 0.05= 1,140 sf</li> <li>TOTAL REQUIRED PLANTING AREA=6,846 sf</li> <li>HIGH LEVEL PLANTING <math>\frac{1}{1000}</math> SF OF TOTAL= 7</li> <li>LOW LEVEL PLANTING <math>\frac{1}{200}</math> SF OF TOTAL= 35</li> </ul>	SITE GREEN SPACE=14,243 SF (GRASS, MEADOW, LANDSCAPED AREA WITHIN PROPERTY). PROVIDED SITE GREEN SPACE IS 2.1 TIMES THE REQUIRED PLANTING AREA.  7  40
PARKING	(1) SPACE / 2 EMPLOYEES PLUS (4) SPACES PER DOCTOR. ANTICIPATED 5 DOCTORS (20 SPACES) + 15 SUPPORT STAFF (8 SPACES) + 5 ADMIN. STAFF (5 SPACES) = 33 SPACES TOTAL	46
ACCESSIBLE PARKING	TOTAL NUMBER OF PARKING SPACES BETWEEN 26-50 SPACES REQUIRES 2 HCP SPACES (1 VAN, AND 2 REGULAR)	



LINEAR FEET				LINEAR FEET			
SITES		SITES		SITES		SITES	
NO.	DESCRIPTION	NO.	DESCRIPTION	NO.	DESCRIPTION	NO.	DESCRIPTION
1	1700 ANMOORE ROAD	2	BRIDGEPORT, WV 26330	3	WWW.ASCENTCONSULTINGENGINEERS.COM	4	4
5	PROJECT NUMBER: 3504			6	APPROVED BY: JAP		
7	DRAWING SCALE: AS SHOWN			8	CHECKED BY: JAP		
9	DATE: 11-28-23			10	DRAWN BY: GRS		
LINCOLN CORNER PLAZA II NORTH HUNTINGDON TOWNSHIP WESTMORELAND CO., PA							
SITE PLAN							
4							