

Honesdale Borough Planning Commission
958 Main Street
Honesdale, PA 18431

Following is the **2024 Annual Report** for the Borough Planning Commission.

In **2024**, the Planning Commission met in January, April, May, June, August, October, November, and December. The Commission did not meet in February, March, July, or September of **2024**. Officers for the year were Chair Jerry Theobald, Vice Chair Mary Beth Wood, and Secretary Derek Williams.

Three (3) Conditional Use Applications were reviewed, including: Buselli at 1 Watts Hill Rd, Hayden Logan Homes LLC at 134 Broad St, and Masuyama at 421 Grove St.

Three (3) Subdivision/Land Development Applications were reviewed, including: Auto Zone land development plan, Eldred/Schweighofer subdivision plan, and Oz Realty land development plan.

Zero (0) grant project compliance/support letters were issued.

Potential Zoning Ordinance amendments related to animal husbandry, residential lighting, private cemeteries, and sidewalks were discussed at multiple meetings.

May and August of **2024** held the most attended meetings of the Honesdale Borough Planning Commission with eight (8) people in attendance.

Much discussion on many land use related topics were had throughout the year. Each meeting's minutes are attached to this plan for future review.

Respectfully submitted to the Commission's meeting on **Mar 5, 2025** by



Mayor Derek Frey Williams
Secretary, Honesdale Borough Planning Commission

Honesdale Borough Planning Commission
958 Main Street
Honesdale, PA 18431

Following are the minutes for the Honesdale Borough Planning Commission's January 3, 2024 meeting for review and consideration.

Respectfully submitted on Jan 18, 2024 by



Mayor Derek Frey Williams
Secretary, Honesdale Borough Planning Commission

MEETING MINUTES BEGIN >>>

The Honesdale Borough Planning Commission met on January 3, 2024 in the community meeting room of 32 Commercial Street.

The meeting was called to order at 7:01PM.

In attendance were Planning Commission Members Mayor Derek Williams, Councillor Noelle Mundy, Councillor David Nilsen, and Fire Chief Steve Bates.

There was a brief discussion regarding Planning Commission officers.

Noelle Mundy made a MOTION to retain the existing slate of Planning Commission officers as Jerry Theobald, Chair; Mary Beth Wood, Vice Chair; and Derek Williams, Secretary. SECOND by Steve Bates. The MOTION was CARRIED unanimously.

Minutes for the October 4, 2023 meeting were read aloud by Derek Williams.

David Nilsen made a MOTION to accept the October meeting's minutes as presented. SECOND by Noelle Mundy. The MOTION was CARRIED unanimously.

There was a discussion regarding meetings that did not happen in November and December. Placeholder minutes for those meetings were presented.

David Nilsen made a MOTION to accept the placeholder minutes for the unmet Planning Commission meetings in November and December of 2023. SECOND by Noelle Mundy. The MOTION was CARRIED unanimously.

There was a discussion regarding the Oz Realty Land Development Plan. This plan was previously accepted for review and the review period expired without further action because subsequent meetings did not happen and the applicant was still waiting to address project commentary provided by the PA Department of Environmental Protection (DEP). Projects are typically deemed approved when a review period expires. However, since Oz Realty's project is still in progress with respect to meeting DEP requirements, the applicant has requested a 90 day review extension.

Noelle Mundy made a MOTION to recommend acceptance of Oz Realty's 90 day extension request for the Oz Realty Land Development Plan, pending Borough Solicitor review. SECOND by Steve Bates. The MOTION was CARRIED unanimously.

There was a discussion regarding the Planning Commission's annual reports, which are required by the PA Municipalities Planning Code. Derek Williams noted that he was unprepared for doing this work last year and did not complete the 2022 annual report. This report and the 2023 annual report will be drafted up and presented to the Planning Commission before sending to Borough Council this year.

There was a discussion regarding sidewalk conditions, materials, the HOCA Flats 5th Street sidewalk replacement in the Borough's right of way, a potential sidewalk ordinance, and ordinance enforcement. Continuing this discussion at Planning Commission meetings and Borough Council Zoning Committee meetings was desired.

There was a discussion regarding lighting requirements and zoning amendments in progress. Discussed were residential vs. commercial lighting, code enforcement, bright lights at the new smoke shop on Main Street, finding balance in addressing concerns, and the need for a code enforcement officer.

Sidewalks and lighting were noted as desired agenda items for future meetings. Future meeting scheduling was also discussed.

David Nilsen made a MOTION to keep the Planning Commission meetings on the first Wednesdays at 7PM at the Chamber Meeting Room. SECOND by Noelle Mundy. The MOTION was CARRIED unanimously.

Noelle Mundy made a MOTION to adjourn the meeting. SECOND by David Nilsen. The MOTION was CARRIED unanimously. The meeting was adjourned at 7:29PM.

<<< MEETING MINUTES END

Honesdale Borough Planning Commission
958 Main Street
Honesdale, PA 18431

Following are the minutes for the Honesdale Borough Planning Commission's February 7, 2024 meeting for review and consideration.

Respectfully submitted on Feb 22, 2024 by



Mayor Derek Frey Williams
Secretary, Honesdale Borough Planning Commission

MEETING MINUTES BEGIN >>>

General note related to the above-referenced meeting:

- No Planning Commission meeting was held on February 7, 2024.

<<< MEETING MINUTES END

Honesdale Borough Planning Commission
958 Main Street
Honesdale, PA 18431

Following are the minutes for the Honesdale Borough Planning Commission's March 6, 2024 meeting for review and consideration.

Respectfully submitted on Mar 29, 2024 by



Mayor Derek Frey Williams
Secretary, Honesdale Borough Planning Commission

MEETING MINUTES BEGIN >>>

General note related to the above-referenced meeting:

- No Planning Commission meeting was held on March 6, 2024.

<<< MEETING MINUTES END

Honesdale Borough Planning Commission
958 Main Street
Honesdale, PA 18431

Following are the minutes for the Honesdale Borough Planning Commission's April 3, 2024 meeting for review and consideration.

Respectfully submitted on Apr 30, 2024 by



Mayor Derek Frey Williams
Secretary, Honesdale Borough Planning Commission

MEETING MINUTES BEGIN >>>

The Honesdale Borough Planning Commission met on April 3, 2024 in the community meeting room of 32 Commercial Street.

The meeting was called to order at 7:17PM.

In attendance were Planning Commission Chair Jerry Throbald, Vice Chair Mary Beth Wood, Commission Member Councillor David Nilsen, and Mayor Derek Williams.

Minutes for the January 3, 2024 meeting were read aloud by Derek Williams.

David Nilsen made a MOTION to accept the January meeting's minutes as presented. SECOND by Mary Beth Wood. The MOTION was CARRIED unanimously.

Placeholder minutes for unmet meetings in February and March were presented.

Planning Commission Annual Reports for 2022 and 2023 were presented.

The withdrawal of Oz Realty's Land Development Plan was briefly discussed.

There was a discussion regarding land use accommodations for private cemeteries and recently approved Zoning Ordinance amendments regarding the same. Discussion included access, accessory usage, Borough Council approval at their January 31 meeting, plat map additions, setbacks, state requirements, and water quality.

Derek Williams made a MOTION to recommend Borough Council consider setbacks, zoning districts, intergenerational access, and easements related to private cemetery development and to consider requiring the location of private cemeteries to be marked on a survey map and recorded in a property's deed. SECOND by David Nilsen. The MOTION was CARRIED unanimously.

There was a discussion regarding the Buselli Conditional Use Application. Discussion included the planned development of 3 apartments with 1.5 bedrooms each, sidewalks along Park Street/Watts Hill Road, parking, vehicular line of sight, fixing up an under-used building, and the owners previously fixing up a neighboring building.

Mary Beth Wood made a MOTION to recommend approval of the Buselli Conditional Use Application with the conditions of meeting Borough requirements related to building codes, parking, and vehicular egress. SECOND by Derek Williams. The MOTION was CARRIED unanimously.

There was a discussion regarding the PA Department of Environmental Protection's (DEP) Brownfields Inventory completed for the Borough by AECOM Engineering. Discussion included the inventory's assessment of brownfield conditions based on perceived historical impacts, the inventory's impact on future development, and potential property value concerns.

Mary Beth Wood made a MOTION to recommend Borough Council utilize PA DEP's Brownfields Inventory produced by AECOM for planning purposes only and not pursue additional environmental study for the identified properties of interest. SECOND by Derek Williams. The MOTION was CARRIED unanimously.

There was a general discussion regarding local land use topics. Discussed were side street right-of-way widths, sidewalk locations and conditions, painting placeholder sidewalk boundaries where none clearly exist, HOCA Flats sidewalk paving on 5th Street, Thrive Church parking on the sidewalk and blocking a crosswalk on 12th Street, a traffic calming workshop on June 27, stop for pedestrian signage, speed limit radar signs placed at gateway locations, dead tree removal, mobile home removal and steep slopes on Ash Street, Castle Street repairs, no more Dollar General on Fair Avenue, and the many Irving Cliff trail access points including the Corrigan and UGI properties and the gently sloping public access from an 1800's Torrey easement the Borough holds.

Derek Williams made a MOTION to adjourn the meeting. SECOND by David Nilsen. The MOTION was CARRIED unanimously. The meeting was adjourned at 8:30PM.

<<< MEETING MINUTES END

Honesdale Borough Planning Commission
958 Main Street
Honesdale, PA 18431

Following are the minutes for the Honesdale Borough Planning Commission's May 1, 2024 meeting for review and consideration.

Respectfully submitted on May 29, 2024 by



Mayor Derek Frey Williams
Secretary, Honesdale Borough Planning Commission

MEETING MINUTES BEGIN >>>

The Honesdale Borough Planning Commission met on May 1, 2024 in the community meeting room of 32 Commercial Street.

The meeting was called to order at 7:00PM.

In attendance were Planning Commission Chair Jerry Throbald, Vice Chair Mary Beth Wood, Councillor David Nilsen, Councillor Noelle Mundy, and Mayor Derek Williams. Also in attendance were Zoning Clerk John Monsees and members of the public Tammy Kenowsky and Debbie Seitz.

Minutes for the April 3, 2024 meeting were read aloud by Derek Williams.

David Nilsen made a MOTION to accept the April meeting's minutes as presented. SECOND by Noelle Mundy. The MOTION was CARRIED unanimously.

There was a discussion regarding recently amended zoning regulations regarding private cemeteries. Discussed were potential state rules, the zoning amendment process, and resubmitting the Planning Commission's recommendations from the April meeting to Borough Council.

Residential lighting was briefly discussed. Proposed lighting amendments to the Zoning Ordinance were not reviewed.

There was a discussion regarding the Buselli Conditional Use Application. Discussed were vehicular and pedestrian line of sight and the application process timeline.

There was a discussion regarding commercial truck loading/offloading and proposed amendments to Chapter 195 of the Borough Code. Discussed were construction vehicles and moving vans, parking in legal parking spots, residential neighborhoods, assessing these issues after amending the Borough Code, the potential lack of street opening permits for recent work at Westside and Wood Avenues, and the need for construction signs to identify construction projects.

Derek Williams made a MOTION to recommend Borough Council amend the proposed amendments to Chapter 195-14 of the Borough Code by changing the distinction of "... any commercial motor vehicle..." to "... any commercial/service motor vehicles..." and by adding "... excepting vehicles parked in legal parking spots..." to the proposed, amended sub sections. SECOND by Mary Beth Wood. The MOTION was CARRIED unanimously.

There was a general discussion regarding local land use topics. Discussed were the bright electronic sign and proliferation of signage at Honesdale Beverage on West Park Street, the bright electronic signs, proliferation of signage, and drive through access at the smoke shop on the corner of Main and Chapel Streets, downtown beekeeping and potential commercial agriculture at Roman's Famous Meats & Seafood on Main Street, the dangerous diagonal crossing of Main Street from Chapel Street to 10th Street, changing 10th Street between Main and Church Streets to one-way going toward Main, pedestrian safety, drivers looking upstream for oncoming vehicles and not seeing pedestrians walking from the opposite direction, center of the street pedestrian awareness signage, crosswalks, traffic calming, the Main Street streetscapes project, progress on construction projects in town, and yard debris pickup.

David Nilsen made a MOTION to adjourn the meeting. SECOND by Noelle Mundy. The MOTION was CARRIED unanimously. The meeting was adjourned at 7:51PM.

<<< MEETING MINUTES END

Honesdale Borough Planning Commission
958 Main Street
Honesdale, PA 18431

Following are the minutes for the Honesdale Borough Planning Commission's May 1, 2024 meeting for review and consideration.

Respectfully submitted on Jun 30, 2024 by



Mayor Derek Frey Williams
Secretary, Honesdale Borough Planning Commission

MEETING MINUTES BEGIN >>>

The Honesdale Borough Planning Commission met on June 5, 2024 in the community meeting room of 32 Commercial Street.

The meeting was called to order at 7:06PM.

In attendance were Planning Commission Chair Jerry Theobald, Councillor David Nilsen, Mayor Derek Williams, and Alternate Member Vincent Morea. Also in attendance were Borough Engineer Gene Ruzanski, Carmen DiDiano from MDM Engineers, representing AutoZone, and Eric Ehrhardt from Chant Realtors, representing Cordaro's real estate transfer.

Minutes for the May 1, 2024 meeting were read aloud by Derek Williams.

David Nilsen made a MOTION to accept the May meeting's minutes as presented. SECOND by Vincent Morea. The MOTION was CARRIED unanimously.

There was a discussion regarding the AutoZone Land Development project at 186 Grandview Avenue. Discussed were developer updates, stormwater collection and drainage toward Old Willow Avenue, prior conditions containing no stormwater controls, the need for a highway occupancy permit from PennDOT, review from the Wayne County Conservation District, review from the Borough Engineer, the project's retaining wall, improvements in relation to the municipal line, slope stability assessments of the project site, Cordaro's restaurant demolition and sediment protection plan, recycling oil at the future AutoZone, land development/conditional use processing, and the potential Borough Council approval timeline.

Derek Williams made a MOTION to accept the AutoZone Land Development for review and recommend conditional approval based on the satisfaction of the Borough Engineer's and the Borough Solicitor's concerns and the receipt of a highway occupancy permit from PennDOT. SECOND by Vincent Morea. The MOTION was CARRIED unanimously.

Derek Williams made a MOTION to adjourn the meeting. SECOND by David Nilsen. The MOTION was CARRIED unanimously. The meeting was adjourned at 7:45PM.

<<< MEETING MINUTES END

Honesdale Borough Planning Commission
958 Main Street
Honesdale, PA 18431

Following are the minutes for the Honesdale Borough Planning Commission's July 3, 2024 meeting for review and consideration.

Respectfully submitted on Jul 31, 2024 by



Mayor Derek Frey Williams
Secretary, Honesdale Borough Planning Commission

MEETING MINUTES BEGIN >>>

General note related to the above-referenced meeting:

- No Planning Commission meeting was held on July 3, 2024.

<<< MEETING MINUTES END

Honesdale Borough Planning Commission
958 Main Street
Honesdale, PA 18431

Following are the minutes for the Honesdale Borough Planning Commission's August 7, 2024 meeting for review and consideration.

Respectfully submitted on Aug 31, 2024 by



Mayor Derek Frey Williams
Secretary, Honesdale Borough Planning Commission

MEETING MINUTES BEGIN >>>

The Honesdale Borough Planning Commission met on August 7, 2024 in the community meeting room of 32 Commercial Street.

The meeting was called to order at 7:00PM.

In attendance were Planning Commission Chair Jerry Theobald, Vice Chair Mary Beth Wood, Councillor David Nilsen, and Mayor Derek Williams. Also in attendance were Nick Lopatofsky from Kiley Associates, representing the Schweighofer minor subdivision and members of the public Carly Marshall, Adam Marshall, and Tammy Kenowsky.

Minutes for the June 5, 2024 meeting were read aloud by Derek Williams.

David Nilsen made a MOTION to accept the May meeting's minutes as presented. SECOND by Derek Williams. The MOTION was CARRIED unanimously.

There was a discussion regarding the AutoZone Land Development project at 186 Grandview Avenue. Discussed were processing of the land development application, the conditional use application, and the appropriateness of conditions related to stormwater facilities and slope stability. No new materials from AutoZone were provided.

Nick Lopatofsky presented the Eldred & Schweighofer Minor Subdivision/Lot Consolidation Plan. Discussed were the proposed property lines, state law regarding

property lines changing with water courses, lot consolidation deed materials being present, and meeting minimum lot sizes.

Mary Beth Wood made a MOTION to accept the Eldred/Schweighofer Minor Subdivision/Lot Consolidation Plan for 30 day review and to send plan materials to the Wayne County Department of Planning/GIS for review. SECOND by David Nilsen. The MOTION was CARRIED unanimously.

There was a discussion regarding proposed amendments to the Honesdale Borough Zoning Ordinance. A list of potential amendment topics were inventoried and included residential lighting, short term rentals, backyard chickens, animal husbandry, private cemeteries, and the C-2 zoning district along Riverside Drive. Reviewing past Planning Commission actions alongside these potential amendments was recommended for the next meeting.

There was a general discussion regarding potential lot consolidations of Borough-owned parcels on Industrial Point, Borough buildings crossing property lines, potential C-2 zoning district changes on Riverside Drive, the potential Borough use of vialytics asset mapping software to assess infrastructure and maintenance issues, yard debris pickup, painting street lines, and the maintenance of trees in the public right of way.

David Nilsen made a MOTION to adjourn the meeting. SECOND by Derek Williams. The MOTION was CARRIED unanimously. The meeting was adjourned at 7:34PM.

<<< MEETING MINUTES END

Honesdale Borough Planning Commission
958 Main Street
Honesdale, PA 18431

Following are the minutes for the Honesdale Borough Planning Commission's September 4, 2024 meeting for review and consideration.

Respectfully submitted on Sep 11, 2024 by



Mayor Derek Frey Williams
Secretary, Honesdale Borough Planning Commission

MEETING MINUTES BEGIN >>>

General note related to the above-referenced meeting:

- No Planning Commission meeting was held on September 4, 2024.

<<< MEETING MINUTES END

Honesdale Borough Planning Commission
958 Main Street
Honesdale, PA 18431

Following are the minutes for the Honesdale Borough Planning Commission's October 2, 2024 meeting for review and consideration.

Respectfully submitted on Oct 31, 2024 by



Mayor Derek Frey Williams
Secretary, Honesdale Borough Planning Commission

MEETING MINUTES BEGIN >>>

The Honesdale Borough Planning Commission met on October 2, 2024 in the community meeting room of 32 Commercial Street.

The meeting was called to order at 7:02PM.

Planning Commission members in attendance were Chair Jerry Theobald, Vice Chair Mary Beth Wood, Councillor David Nilsen, and Mayor Derek Williams. Also in attendance were Nick Lopatofsky from Kiley Associates, representing the Eldred & Schweighofer minor subdivision, Councillor Bill McAllister, and Morgan Hatton.

Minutes for the August 7, 2024 meeting were read aloud by Derek Williams.

Mary Beth Wood made a MOTION to accept the August meeting's minutes as presented. SECOND by David Nilsen. The MOTION was CARRIED unanimously.

There was no Planning Commission meeting in September so placeholder minutes stating that this meeting did not take place were also presented.

There was a discussion regarding the Eldred and Schweighofer Minor Subdivision & Lot Consolidation Plan. Nick Lopatofsky presented plan details and went over comments from the Wayne County Department of Planning/GIS. All comments were addressed in the plan materials.

Derek Williams made a MOTION to recommend approval of the Eldred and Schweighofer Minor Subdivision & Lot Consolidation Plan. SECOND by David Nilsen. The MOTION was CARRIED unanimously.

No new materials for the Auto Zone Land Development were received for Planning Commission review.

Morgan Hatton, representing a proposed short term rental at 421 Grove Street, discussed general project details and a future Conditional Use Application. Discussion included Conditional Use Application materials, short term rentals in the R-2 Zoning District, and a potential mapping project showing local short term rental units.

There was a discussion regarding Hayden Logan Homes LLC's Conditional Use Application for a short term rental at 134 Broad Street. Discussed were on-site parking, the timing of the Conditional Use hearing, and how this application can be a guide for Hatton's upcoming application.

David Nilsen made a MOTION to accept the Conditional Use Application of Hayden Logan Homes LLC for 30 day review. SECOND by Derek Williams. The MOTION was CARRIED unanimously.

Proposed amendments to the Honesdale Borough Zoning Ordinance were discussed. Discussion included previous Planning Commission actions to remove animal husbandry amendments from the list of meeting agenda topics and to recommend changes regarding private cemeteries. Additional discussion regarding the keeping of backyard chickens included potential performance standards, lot sizes requirements, density considerations, questions regarding the need for regulating this use, and an interest in soliciting public feedback on the issue.

Derek Williams made a MOTION to recommend Borough Council amend the proposed zoning amendments related to private cemeteries by adding considerations for setbacks, zoning district locations, intergenerational access, and easements related to private cemetery development and to add a requirement to mark the location of private cemeteries on a survey map and record the same a property's deed. SECOND by David Nilsen. The MOTION was CARRIED unanimously.

Mary Beth Wood made a MOTION to recommend Borough Council not approve the proposed zoning amendments related to animal husbandry that did not include previous recommendations from the Planning Commission. SECOND by David Nilsen. The MOTION was CARRIED unanimously.

Derek Williams made a MOTION, upon review of the proposed zoning amendments related to residential lighting, to recommend Borough Council remove proposed subsection E. (3), clarify proposed subsection E. (8), move proposed subsections E. (11) & (12) to the commercial section of the Zoning Ordinance's regulations, and to add language indicating that the proposed regulations would apply to pre-existing residential lighting. SECOND by David Nilsen. The MOTION was CARRIED unanimously.

There was a general discussion regarding the potential of future Conditional Use and other application narratives being written with artificial intelligence, bear and deer populations in the Borough, commercial signs and lighting, sidewalk conditions, and mailboxes installed on the sidewalk, within the public right-of-way.

It was decided that the following topics should be added to future meeting agendas for discussion: sidewalk mailboxes and other obstructions, short term rental unit mapping, a sidewalk ordinance, a driveway ordinance, and a demolition ordinance.

The meeting was adjourned at 8:50PM.

<<< MEETING MINUTES END

Honesdale Borough Planning Commission
958 Main Street
Honesdale, PA 18431

Following are the minutes for the Honesdale Borough Planning Commission's November 6, 2024 meeting for review and consideration.

Respectfully submitted on Nov 30, 2024 by



Mayor Derek Frey Williams
Secretary, Honesdale Borough Planning Commission

MEETING MINUTES BEGIN >>>

The Honesdale Borough Planning Commission met on November 6, 2024 in the community meeting room of 32 Commercial Street.

The meeting was called to order at 7:21PM.

Planning Commission members in attendance were Chair Jerry Theobald, Carly Marshall, Councillor David Nilsen, and Mayor Derek Williams.

Minutes for the October 2, 2024 meeting were read aloud by Derek Williams.

David Nilsen made a MOTION to accept the October meeting's minutes as presented. SECOND by Carly Marshall. The MOTION was CARRIED unanimously.

There was a discussion regarding the Hayden Logan Homes LLC Conditional Use Application. Discussed were the Conditional Use Hearing haven already taken place and Council's potential reduction of proposed parking spaces from three to two.

Derek Williams made a MOTION to recommend approval of the Hayden Logan Homes LLC Conditional Use Application with the conditions being considered by Borough Council. SECOND by David Nilsen. The MOTION was CARRIED unanimously.

There was a discussion regarding the Zoning Variance Application of Bartush Signs for Peoples Bank at 1001 Main Street. Discussed were the Zoning Ordinance's prohibition on moving digital signage, the nature of variance requests, and this request not meeting the hardship standard required for granting variances.

There was a discussion regarding sidewalk obstructions in the public right of way. Discussed were the State right of way on Main Street mostly running from building facade to building facade, the State's deferral of sidewalk maintenance to the Borough, the Borough's deferral of some sidewalk maintenance to adjacent private property owners, sidewalk maintenance generally, the need for a sidewalk ordinance, currently placed cluster mailboxes obstructing the sidewalk, and the potential need for structures placed in the public right of way to need a highway occupancy permit.

Derek Williams made a MOTION to recommend Borough Council place a moratorium on the installation of privately-owned fixtures permanently installed on sidewalks within the public right of way until a sidewalk ordinance is developed and adopted. SECOND by David Nilson. The MOTION was CARRIED unanimously.

Carly Marshall made a MOTION to recommend Borough Council send notification letters to property owners at 825 Main Street and 627 Main Street about removing fixtures that have been permanently installed on the sidewalk in the public right of way. SECOND by David Nilson. The MOTION was CARRIED unanimously.

David Nilson made a MOTION to recommend Borough Council send draft sidewalk ordinance language to the Planning Commission for review at their December meeting. SECOND by Carly Marshall. The MOTION was CARRIED unanimously.

There was a discussion regarding the demolition of buildings and the potential development of a demolition ordinance. Discussed were the current lack of regulations for building demolitions and the simple permitting process in place, the relative value of structures vs. parking, concerns about an eroding tax base when buildings are demolished to create space for parking, and ways to address these items with a demolition ordinance. It was determined to have this item on the agenda for December to review a model demolition ordinance.

There was a general discussion regarding the Zoning Amendment Hearing that included animal husbandry, mapping concentrations of short term rentals, Earned Income Tax vs. Property Tax increases and affected populations, county-wide reassessments, tax rates and changes in Wayne and Lackawanna Counties, signage and off street parking at the Smoke Shop at 968 Main Street.

David Nilson made a MOTION to adjourn the meeting at 8:20PM. SECOND by Carly Marshall. The MOTION was CARRIED unanimously.

<<< MEETING MINUTES END

Honesdale Borough Planning Commission
958 Main Street
Honesdale, PA 18431

Following are the minutes for the Honesdale Borough Planning Commission's December 4, 2024 meeting for review and consideration.

Respectfully submitted on Dec 10, 2024 by



Mayor Derek Frey Williams
Secretary, Honesdale Borough Planning Commission

MEETING MINUTES BEGIN >>>

The Honesdale Borough Planning Commission met on December 4, 2024 in the community meeting room of 32 Commercial Street.

The meeting was called to order at 7:00PM.

Planning Commission members in attendance were Chair Jerry Theobald, Vice Chair Mary Beth Wood, Tammy Kenowsky, Carly Marshall, David Nilsen, and Mayor Derek Williams. Also in attendance was Morgan Hatton representing the Masuyama Conditional Use application.

Minutes for the November 6, 2024 meeting were read aloud by Derek Williams.

David Nilsen made a MOTION to accept the November meeting's minutes as presented. SECOND by Carly Marshall. The MOTION was CARRIED unanimously.

There was a discussion regarding the November meeting's recommendations. Derek Williams noted he did not send those to Borough Council in time for their November meeting and will include them in the next round of recommendations.

There was a discussion regarding the Masuyama Conditional Use application. Morgan Hatton, representing Tadao and Hatsue Masuyama, made a presentation. Discussed were the house location at 421 Grove Street, potential garage location, driveway location, three spaces noted for parking, potential sidewalk obstructions of parking, required notice to notify neighboring property owners, Mr. Hatton being a local contact for the project, and Conditional Use review.

Mary Beth Wood made a MOTION to accept the Masuyama Conditional Use application for 30-day review. SECOND by David Nilsen. The MOTION was CARRIED unanimously.

There was a discussion regarding short term rental concentrations in Borough neighborhoods. Discussed were reviewing a list of currently permitted short term rentals, reviewing a list of currently permitted apartment rentals, annual permits and inspections, and future mapping.

There was a discussion regarding the Zoning Variance request for Peoples Bank at 1001 Main Street. Discussed were the cancelled hearing with the Zoning Hearing Board regarding electronic signage.

There was a discussion regarding Borough sidewalk regulations. Discussed were the four-foot standard of clear egress currently in the Borough's Code in chapters 179 (Streets) and 210 (Zoning).

There was a discussion regarding potential new regulations. Draft regulations provided by Borough Solicitor Richard Henry were reviewed. Discussed were the previous 5th Street sidewalk development adjacent to the HOCA Flats apartment building, tripping hazards on North Main Street sidewalks, potential review of sidewalk conditions by the Department of Public Works or the Borough Engineer, the cost and involvement of sidewalk reviews, the PennDOT right of way, buildings without sidewalk access, Pocono Provisions at 968 Main Street with a Chapel Street entrance, street marking in lieu of a sidewalk, sidewalk construction standards, consistency with the downtown streetscapes project in motion, matching materials, blue stone and cement sidewalks, past participation or resistance to previous sidewalk improvements, maintenance responsibilities of the sidewalk and curbing, cross-referencing sidewalk regulations in the streets and zoning sections of the Borough Code, and the complication of requiring private property owners fix sidewalks in the public right of way.

There was an interest in reviewing more sidewalk ordinance samples for additional discussion, seeing examples from Elizabethtown, PA, having Woodland Design make a presentation to the Planning Commission about the downtown streetscapes project, having the future replacement and repair of sidewalks match the materials being replaced or repaired, having different sidewalk design guides based on neighborhood districts, and addressing the installation of permanent fixtures on sidewalks.

There was a discussion regarding building demolitions and a potential ordinance. Discussed were examples from Spokane, WA, Leacock Township, PA, and Scranton,

timelines for demolition review, property rights, building stewardship, and community interests. There was an interest in reviewing more ordinance examples.

There was a general discussion regarding vacant properties, vacant property ordinances that could encourage building use, address housing shortages, and boost the renovation economy, vacant property ordinance examples in South River, NJ, an interest in adding this topic to future meeting agendas, state hotel tax disbursements to the Borough, taxing options for the Borough, the assessed value of short term rentals being commercial or residential, the former demolition of a Husco Shoe Company building at 13th and East Streets, the empty lot sale to Habitat for Humanity, long standing property concerns, the condition and usage of the old Bailey building at 435 Erie Street, the need for formal written complaints to enforce Building Code and Zoning Ordinance violations, the potential for the Planning Commission to submit formal property and zoning complaints, and having our January 2025 meeting on the 8th to avoid the New Years holiday.

David Nilsen made a MOTION to adjourn the meeting at 8:18PM. SECOND by Tammy Kenowsky. The MOTION was CARRIED unanimously.

<<< MEETING MINUTES END