

Honesdale Borough Planning Commission
958 Main Street
Honesdale, PA 18431

Following is the **2025 Annual Report** for the Borough Planning Commission.

In **2025**, the Planning Commission met in January, March (twice), April, May, June, September, October, and December. The Commission did not meet in February, July, August, or November of **2025**. Officers for the year were Chair Jerry Theobald, Vice Chair Mary Beth Wood, and Secretary Derek Williams.

One (1) Conditional Use Application was reviewed, including: Masuyama at 421 Grove St.

One (1) Subdivision/Land Development Application was reviewed, including: Honesdale Borough lot consolidation subdivision.

Two (2) grant project compliance/support letters were issued.

Zoning amendments and land use regulations related to sidewalks, building demolition, vacant properties, driveways, mixed use development, ground floor commercial use on Main Street, and multi-family housing accommodations were discussed at multiple meetings. Changes to the Borough's Zoning Ordinance that were reflective of these discussions were made at Borough Council's June 23, 2025 meeting.

March (19th) of **2025** held the most attended meeting of the Honesdale Borough Planning Commission with twelve (12) 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 Feb 4, 2026 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 8, 2025 meeting for review and consideration.

Respectfully submitted on Jan 31, 2025 by



Mayor Derek Frey Williams
Secretary, Honesdale Borough Planning Commission

MEETING MINUTES BEGIN >>>

The Honesdale Borough Planning Commission met on January 8, 2025 in the community meeting room of 32 Commercial Street.

The meeting was called to order at 7:05PM.

Planning Commission members in attendance were Chair Jerry Theobald, Tammy Kenowsky, Carly Marshall, and Mayor Derek Williams. Also in attendance was Mike Duddy of LaBella Associates representing the Honesdale Borough Minor Subdivision.

Minutes for the December 4, 2024 meeting were read aloud by Derek Williams.

Carly Marshall made a MOTION to accept the December meeting's minutes as presented. SECOND by Tammy Kenowsky. The MOTION was CARRIED unanimously.

There was a discussion regarding the Masuyama Conditional Use application. Discussed were parking access and parking spaces for the proposed short term rental.

Derek Williams made a MOTION to express no objections to the Hatsue and Tadao Masuyama Conditional Use application being considered by Borough Council. SECOND by Carly Marshall. The MOTION was CARRIED unanimously.

There was a discussion regarding Honesdale Borough's Minor Subdivision Plan to consolidate Borough-owned lots on Industrial Point. Mike Duddy, from LaBella Associates, presented the project. Discussed were the four lots proposed to be

consolidated into one lot and how the current lot lines cut across the building footprints of the Borough's Department of Public Works garages.

Derek Williams made a MOTION to accept the Honesdale Borough Minor Subdivision Plan for 30-day review and to submit the plan materials to the Wayne County Department of Planning/GIS for their review. SECOND by Tammy Kenowsky. The MOTION was CARRIED unanimously.

There was a discussion about beginning the preparation of an Annual Report for the Planning Commission, which is required by the PA Municipalities Planning Code.

There was a discussion about potential sidewalk ordinance and demolition ordinance regulations. It was determined more ordinance examples were needed for review and that contacting the PA State Association of Boroughs for models would be helpful.

There was a discussion about the current streetscapes design projects being implemented as part of the Downtown Honesdale Revitalization Plan. It was determined that Woodland Design Associates should be invited to a future Planning Commission meeting to present on these projects.

There was a general discussion regarding the legal limits to access property for review by enforcement officers, the usage and condition of the former Bailey Building at 433 Erie Street and unknown certificates of occupancy or zoning approval for the same, roof work and unknown permits for 67 Commercial Street, the vacant lot at 13th Street and East Street currently owned by Habitat For Humanity, the County's walk-in crisis treatment center being developed at 100 Park Street, data center and other large building developments in Lackawanna County, solar farm development near power lines, street tree plantings that are appropriate for our area, preserve the sidewalk, are easy to maintain, and can survive winter, and the historic loss of taxable properties.

There was a discussion about the Planning Commission's organization. The current Chair is Jerry Theobald, with Vice Chair Mary Beth Wood and Secretary Derek Williams.

Derek Williams made a MOTION to maintain the existing slate of Planning Commission officers and to keep the meeting date and time at the first monthly Wednesdays at 7PM, excepting any that fall on holidays. SECOND by Carly Marshall. The MOTION was CARRIED unanimously.

The meeting was adjourned at 7:48PM.

<<< 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 5, 2025 meeting for review and consideration.

Respectfully submitted on Feb 28, 2025 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 5, 2025.

<<< 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 5, 2025 meeting for review and consideration.

Respectfully submitted on Mar 6, 2025 by



Mayor Derek Frey Williams
Secretary, Honesdale Borough Planning Commission

MEETING MINUTES BEGIN >>>

The Honesdale Borough Planning Commission met on March 5, 2025 in the community meeting room of 32 Commercial Street.

The meeting was called to order at 7:08PM.

Planning Commission members in attendance were Chair Jerry Theobald, Carly Marshall, David Nilsen, and Mayor Derek Williams. Also in attendance were Jayson Wood of Woodland Design, representing the Greater Honesdale Partnership's and Honesdale Borough's 12th Street promenade project, and Sandi Levens and Brian Wilken, representing the Greater Honesdale Partnership (GHP).

Jayson Wood, from Woodland Design, presented on the GHP/Borough's plans to rearrange 12th Street between Church Street and Main Street by reducing the travel way to a single lane, by adding new sidewalks along each side of the street, and by adding streetscape design elements.

Discussion topics included civic space sidewalks, concrete sidewalks with an asphalt laneway, sidewalk maintenance, winter maintenance, decorative colored glass infused concrete, river themes, retaining wall design, utility connections, separately metered electricity access, future one-way designation from Church to Main, previous one-way usage in the 1980s, the ability for emergency or delivery vehicles to travel in either direction, the ability for vehicles to drive over a sloped curb to make way for emergency vehicles, driveway access, diagonal parking, perceived downtown parking scarcity and the benefits of walkability, thermo-plastic and painted directional elements, an open fencing design, Armstrong Maple tree selection, tree placement, tree maintenance,

connections to the river, connections to the Stourbridge Project trails, connections to Industrial/Sycamore Point river access park, connections to Main Street, future connections to Gibbons Memorial Park/Irving Cliff trails, planned ADA accessibility, the project's downtown gateway orientation, how the project was on Borough property and mostly taking place in the Borough's right-of-way, how working within the right-of-way and focusing on the streetscape meant the project represented a minor impact and no real change of use, the name of the project, public support for the project from the Downtown Honesdale Revitalization Plan, project grant funding, and approximate projects costs of \$800,000.

Derek Williams made a MOTION to recommend Honesdale Borough process the 12th Street Promenade Project as a Principally Permitted, Minor Impact Use as it falls within the Borough's right-of-way and represents no real change of use. SECOND by David Nilsen. The MOTION was CARRIED unanimously.

Minutes for the January 8, 2025 meeting were read aloud by Derek Williams.

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

The Planning Commission did not meet in February.

Planning Commission correspondence included a copy of the Wayne County Planning Commission's 2024 Annual Report.

Honesdale Borough's Minor Subdivision Plan to consolidate Borough-owned lots on Industrial Point is under review with the Wayne County Department of Planning/GIS.

Copies of the Honesdale Borough Planning Commission's 2024 Annual Report were reviewed. The report will be presented to Borough Council.

The Borough's proposed draft sidewalk ordinance was discussed. Discussion topics included a desire to coordinate sidewalk regulations with the GHP and ongoing Main Street streetscapes projects from the Downtown Honesdale Revitalization Plan, a need to specify sidewalk materials in a specifications sheet, an interest in allowing variable sidewalk materials throughout the Borough to reflect neighborhood character, consistency of sidewalk materials with adjacent properties, need for references to temporary and permanent sidewalk obstructions and parking on sidewalks, the proposed annual inspection obligations being overbearing, making sidewalk inspections optional for the Borough, allowing a Borough-designee to make inspections instead of requiring the Borough Engineer to do so, a reduction in permitting paperwork requirements, and the proposed jail time for noncompliance feeling extreme.

Additionally discussed was the inherent awkwardness in requiring private property owners to maintain parts of the public right-of-way, alternative arrangements that include public investments in sidewalk maintenance, potentially shifting sidewalk maintenance responsibilities to the municipality, an interest in drafting changes to the proposed ordinance, and a preference that the Borough not adopt the proposed, draft regulations at this time.

Carly Marshall made a MOTION to recommend Borough Council not adopt the draft sidewalk ordinance as presented, pending the receipt of draft revisions by the Planning Commission related to sidewalk obstructions, sidewalk materials, streetscapes plan coordination, inspection requirements, and other factors. SECOND by David Nilsen. The MOTION was CARRIED unanimously.

The Planning Commission expressed interest in holding an extra meeting in March to focus exclusively on sidewalk ordinance revisions. The group desired to coordinate with the Borough Secretary to make sure all meeting posting requirements for an additional meeting would be met.

There was a general discussion regarding the need for parking lot wheel stops at Thrive Church at the corner of Church and 12th Streets to avoid vehicular encroachment on the sidewalk, community needs for full time parking and zoning enforcement officers, the processing of zoning and property maintenance violations, District Magistrate filings, street tree maintenance, lack of a shade tree commission, sidewalk heaving, public maintenance and financial support for sidewalks, potential funding mechanisms for public sidewalk maintenance, a potential authority entity that could collect fees and assist with sidewalk and street tree maintenance, the RV removal on Riverside Drive, building conditions, liquor license violations, grandfathered signage, bright lights from Pivot Physical Therapy at 214 6th Street and Honesdale Beverage at 658 West Park Street, PennDOT street maintenance, Central Wayne Regional Authority and Honesdale Department of Public Works street work coordination, coordination among utility companies for street work, new and accessible cement sidewalks on the West side of upper Church Street, and the beneficial building renovations of the used car lot at 260 Willow Avenue.

There was an interest in adding Demolition Ordinance and Vacant Property Ordinance as topics for future meeting agendas.

Carly Marshall made a MOTION to adjourn the meeting at 9:24PM. SECOND by David Nilsen. 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 March 19, 2025 meeting for review and consideration.

Respectfully submitted on Mar 31, 2025 by



Mayor Derek Frey Williams
Secretary, Honesdale Borough Planning Commission

MEETING MINUTES BEGIN >>>

The Honesdale Borough Planning Commission met on March 19, 2025 in the community meeting room of 32 Commercial Street.

The meeting was called to order at 7:04PM.

Planning Commission members in attendance were Chair Jerry Theobald, Vice Chair Mary Beth Wood, Tammy Kenowski, Carly Marshall, David Nilsen, and Mayor Derek Williams. Also in attendance were six (6) citizens interested in the Borough's proposed sidewalk and driveway ordinances, including those who offered public comment; Paul Bas, Jamie Cordaro, Anna Eccles, and David Janiec.

This was a special meeting to discuss the Borough's proposed Sidewalk and Driveway Ordinances. Only the proposed Sidewalk Ordinance was discussed. Those proposed regulations were projected onto a screen for review. Carly Marshall took detailed notes regarding recommended changes, suggestions, and questions within an editable text document to be shared with Borough Council.

Group discussion topics included how most of the Borough's sidewalks are not a part of private property and are instead part of the public right of way, how the State has authorized maintenance of sidewalks in the public right of way to be shifted to private property owners via municipal ordinance, how these proposed regulations were the first time structural maintenance obligations being the responsibility of private property owners was being considered by Borough Council, property lines vs. public rights of way, questions regarding who pays for sidewalk inspections or repairs, having a Borough designee available for inspections instead of requiring the Borough Engineer to make

inspections, having inspections being a Borough option instead of a yearly mandate, historic preservation, macadam sidewalks near the HOCA Flats apartment building, a potential focus of sidewalk regulations to the C-1 Zoning District, and the need for sidewalk material specification sheets.

Additionally discussed were alternative funding to pay for sidewalk repair with public dollars through Community Development Block Grants, parking fees, or other means, the prohibition of vehicular parking on sidewalks, the Borough's Yard Debris Pickup Program, difficulties with local bulk waste removal, potential permit structures, distinctions between minor vs. major sidewalk repairs in permitting, a need for definitions, requirements to call 811 for digging to identify underground utilities, driveway access and easements, the Greater Honesdale Partnership's and Honesdale Borough's streetscape project in progress, how grant funds are already earmarked to fix sidewalks downtown, questions about requiring fixes to things now that would be fixed with grant funding later, and coordinating with Woodland Design for sidewalk material specifications due to their work with the Greater Honesdale Partnership and Honesdale Borough on streetscape projects already in motion.

The proposed Driveway Ordinance was not discussed, due to lack of time, as significant discussion had already taken place on the proposed Sidewalk Ordinance.

David Nilsen made a MOTION to recommend Honesdale Borough not adopt the draft Sidewalk and Driveway Ordinances at this time. SECOND by Mary Beth Wood. The MOTION was CARRIED unanimously.

A digital text file of the redrafted, proposed Sidewalk Ordinance that includes suggested changes and commentary was to be passed along to Honesdale Borough.

Mary Beth Wood made a MOTION to adjourn the meeting at 8:21PM. SECOND by David Nilsen. 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 April 2, 2025 meeting for review and consideration.

Respectfully submitted on Apr 7, 2025 by



Mayor Derek Frey Williams
Secretary, Honesdale Borough Planning Commission

MEETING MINUTES BEGIN >>>

The Honesdale Borough Planning Commission met on April 2, 2025 in the community meeting room of 32 Commercial Street.

The meeting was called to order at 7:03PM.

Planning Commission members in attendance were Chair Jerry Theobald, Vice Chair Mary Beth Wood, Tammy Kenowski, Carly Marshall, David Nilsen, and Mayor Derek Williams. Also in attendance was Borough Council member Jamie Cordaro. Interim Borough Manager Kevin Kandratic was called and contributed to a zoning discussion via speakerphone later in the meeting.

The group held a brief moment of silence recognizing the contributions of previous Planning Commission member Greg Celesky, who recently passed away.

Minutes for the March 5, 2025 meeting were read aloud by Derek Williams.

David Nilsen made a MOTION to accept the March meeting's minutes as presented. SECOND by Tammy Kenowski. The MOTION was CARRIED unanimously.

Minutes for the March 19, 2025 special meeting were read aloud by Derek Williams.

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

There was a comment about the thoroughness of the minutes and appreciation for that comment was replied.

It was noted that the suggested, draft Sidewalk Ordinance changes and commentary from the Planning Commission's 3/19 meeting were sent to Borough Council.

The Honesdale Borough Lot Improvement, Minor Subdivision Plan at Industrial Point was discussed. Wayne County Department of Planning/GIS's review letter included a need for a new perimeter deed for the proposed, consolidated lots, and adjacent parcel references. The unlisted, adjacent, parcel neighbor to the northeast that is currently owned by Wayne County was noted.

Mary Beth Wood made a MOTION to recommend approval of the Honesdale Borough Lot Improvement Minor Subdivision Plan at Industrial Point. SECOND by Carly Marshall. The MOTION was CARRIED unanimously.

The Central Wayne Regional Authority's (CWRA) grant support letter requests to the Planning Commission were discussed. Discussion topics included the extent of infrastructure investments, the need for system improvements, the two grants CWRA is applying for, consistency with comprehensive plans, limited disturbance to sewer authority customers, and the community value of the sewer authority's system.

Mary Beth Wood made a MOTION to submit two letters for support to the Central Wayne Regional Authority for their two, PA Small Water & Sewer Program grant applications, as the sewer system improvements are consistent with the Honesdale Borough's Comprehensive Plan. SECOND by Derek Williams. The MOTION was CARRIED unanimously.

Proposed amendments to the Honesdale Borough Zoning Ordinance related to mixed use development and multi-family housing were discussed. Correspondence from Borough Solicitor Richard Henry and planning consultant Tom Shepstone were reviewed. Discussion topics included the 40+ units of workforce housing proposed by United Neighborhood Centers for Commercial Street on current Dirlam land holdings, support for increased availability of housing units, and an interest in accommodating more housing through Zoning Ordinance changes. Interim Borough Manager Kevin Kundratic was called and participated in part of the discussion via speakerphone.

Also discussed were parking, setbacks, tenant disturbances, neighborhood safety, mixed family incomes of residences, mixed use definitions, multi-family dwelling definitions, building designs, mixed use vs. multi-family uses, the C-1 (Central Commercial) and R-3 (Multi-Family) Zoning District boundaries, adding multi-family dwellings to the Borough's Schedule of Uses as a conditional use in the C-1 District vs. expanding the R-3

District, preserving first floor or ground level commercial usage along Main Street, considering the same along Church Street, and potential revisions to section 210-18 of the Borough's Zoning Ordinance to include ground level commercial requirements in the C-1 Zoning District.

Carly Marshall made a MOTION to express support for accommodating additional multi-family housing within the Borough and to recommend Borough Council consider including provisional standards in Section 210-18 B. of the Borough's Zoning Ordinance to limit multi-family dwellings in the C-1 Zoning District from locating on Main Street and Church Street if the Borough pursues a zoning text amendment. However, it is the position of the Planning Commission that a zoning map change is more appropriate to achieve an increase in multi-family dwelling units in specific areas of the Borough. SECOND by Derek Williams. The MOTION was CARRIED unanimously.

The Planning Commission expressed a willingness to meet again and hold a special meeting to discuss multi-family residential accommodations, as necessary.

Sidewalk regulations were discussed. Discussion topics included a general assessment and map review, various sidewalk conditions in different neighborhoods, a consideration of different districts and variable sidewalk regulations, the State's authorizing legislation for municipalities to assign sidewalk maintenance to private property owners, even when sidewalks exist in public rights-of-way, potential liability for sidewalk conditions, a consideration to focus potential regulations on the downtown core, the need for a materials list, and a desire to preserve sidewalks, prevent sidewalk removal, and encourage new sidewalk installation.

Also discussed were different funding mechanisms that include public support of sidewalk maintenance, an inequity of sidewalk availability and potential maintenance obligations, potential variable replacement programs and sidewalk replacement planning, potential neighborhood improvement districts and assessed fees for sidewalk repair, and matching materials to the Main Street streetscapes project.

There was a general request for adding a process to address relief from sidewalk requirements to be assessed by the Honesdale Borough Streets Committee, as part of any approved regulations.

There was a general request for a sidewalk materials list from Woodland Design, due to their work implementing the Downtown Honesdale Revitalization Plan. Further, as the Planning Commission continues to actively review sidewalk considerations, the Commission would like more time for a thorough review and would appreciate support from consultants Woodland Design before recommending the adoption of any new sidewalk or driveway regulations.

The Planning Commission decided to add Vacant Structure regulations as a discussion item on future meeting agendas, alongside Sidewalk, Driveway, and Demolition regulations. There was a discussion regarding Honesdale Borough and Planning Commission access to eCode360 to make municipal ordinance and land use regulation reviews more convenient as these topics are discussed.

There was a general discussion regarding the Spotless Dry Cleaners building demolition at to create parking at 114 9th Street, potential ways to coordinate with commercial property owners so Main Street storefront changes maintain downtown vitality, with the example given of the former Black & Brass coffee shop at 520 Main Street becoming a rarely open law office, Erie Street commercial properties, the condition of the former Bailey's building at 435 Erie Street, code enforcement review of 435 Erie Street, the safety and potential lack of sprinkler system at 435 Erie Street, and building inspector liability.

Carly Marshall made a MOTION to adjourn the meeting at 8:59PM. SECOND by David Nilsen. 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 May 7, 2025 meeting for review and consideration.

Respectfully submitted on May 31, 2025 by



Mayor Derek Frey Williams
Secretary, Honesdale Borough Planning Commission

MEETING MINUTES BEGIN >>>

The Honesdale Borough Planning Commission met on May 7, 2025 in the community meeting room of 32 Commercial Street.

The meeting was called to order at 7:04PM.

Planning Commission members in attendance were Chair Jerry Theobald, Vice Chair Mary Beth Wood, Carly Marshall, and Mayor Derek Williams. Also in attendance was Mike Wood from Woodland Design.

Minutes for the April 2, 2025 meeting were read aloud by Derek Williams.

Mary Beth Wood made a MOTION to accept the April meeting's minutes as presented. SECOND by Carly Marshall. The MOTION was CARRIED unanimously.

Mike Wood, consultant from Woodland Design, presented information about the Wayne County project at 650 ½ West Park Street as part of the County's Recovery-to-Work Ecosystem project that would add new recovery services to the community.

Discussion included Wayne County's purchase of the property and lot consolidation in 2017, the building's previous public use as the location for the Wayne Pike Workforce Alliance, new plans for the building to host a women's social house offering sober services with staff and overnight accommodations, and proposed renovations. Proposed usage includes limited parking and vehicle trips, a switch to back access parking, closing off the Route 6 access, maintaining sidewalk access along Route 6, no outside storage,

compliance with performance standards, future land use determination by the Zoning Officer, and a requested letter of recommendation from the Planning Commission.

Further discussion included the project's location in the R-6 Residential/Institutional Zoning District and potential to be processed by Honesdale Borough without the need for a Conditional Use or Zoning Hearing in three potential ways, including; the potential continuation of an existing public use, the potential creation of a professional services use that's principally permitted, or the potential creation of a principally permitted, minor impact use.

Mary Beth Wood made a MOTION to recommend that Wayne County's West Park Street project be processed as a principally permitted, minor impact use. SECOND by Derek Williams. The MOTION was CARRIED unanimously.

The proposed Sidewalk Ordinance was discussed. Discussion included getting a sidewalk material list from Jayson Wood from Woodland Design and learning from Woodland Design about how sidewalk maintenance was coordinated in Hawley Borough after their streetscapes project, the differing conditions of sidewalks in Honesdale neighborhoods, sidewalk continuity in improvements and replacements, creating a shared Google Drive to share sidewalk reference materials, coordinating with Borough Council to invite Jayson Wood to a future Planning Commission meeting, and having a work session focused specifically on sidewalks in the future.

The proposed Zoning Ordinance amendments related to multi-family dwellings was discussed. Discussion included a preference for a Zoning Map change, continued concerns over multi-family dwellings being a conditional use in the C-1 Central Commercial Zoning District due to the possibility of residential uses occupying Main Street storefronts, and potential small businesses competition with residential uses on the ground floors of Main Street buildings.

Mary Beth Wood made a MOTION to express that the Planning Commission strongly believes that commercial activity on the first/ground floor of Main Street buildings is essential for a thriving downtown and recommends Borough Council add performance standards to Section 210-18 B. of the Borough's Zoning Ordinance that would prevent residential uses on the first/ground floor of Main Street buildings or take other regulatory measures to protect local business interests and to counterbalance the proposed addition of multi-family dwellings as a conditional use in the C-1 Zoning District as the Planning Commission does not believe that the conditional use process would protect the Borough from this concern. SECOND by Carly Marshall. The MOTION was CARRIED unanimously.

Mary Beth Wood made a MOTION to note that the public hearing for the proposed multi-family Zoning Ordinance amendment took place before the 30 day review period for the County's planning agency required by the Pennsylvania Municipalities Planning Code and recommends Honesdale Borough re-advertise the hearing after making the Planning Commission's recommended changes to avoid potential challenges. SECOND by Carly Marshall. The MOTION was CARRIED unanimously.

There was a general discussion regarding the value of Wayne Memorial Hospital, the grant funding needs of Honesdale Borough, stormwater, recent storm events and street flooding, the location of Saint John's Church on Vine Street, church parking, how part of a creek was taken underground, below the church's parking lot in the late 1980's or early 1990's, how the Borough is tax burdened by being the County seat with a high percentage of nontaxable properties that creates tax revenue shortfalls, community fund options, and alternative funding mechanisms.

The meeting was adjourned at 8:54PM.

<<< MEETING MINUTES END

Honesdale Borough Planning Commission
958 Main Street
Honesdale, PA 18431

Following are the minutes for the Honesdale Borough Planning Commission's June 4, 2025 meeting for review and consideration.

Respectfully submitted on Jun 27, 2025 by



Mayor Derek Frey Williams
Secretary, Honesdale Borough Planning Commission

MEETING MINUTES BEGIN >>>

The Honesdale Borough Planning Commission met on June 4, 2025 in the community meeting room of 32 Commercial Street.

The meeting was called to order at 7:04PM.

Planning Commission members in attendance were Chair Jerry Theobald, Vice Chair Mary Beth Wood, Tammy Kenowski, and Mayor Derek Williams.

Minutes for the May 7, 2025 meeting were read aloud by Derek Williams.

Mary Beth Wood made a MOTION to accept the May meeting's minutes as presented. SECOND by Tammy Kenowski. The MOTION was CARRIED unanimously.

Proposed amendments to the Borough's Zoning Ordinance were discussed.

Discussion included proposed multi-family dwelling additions as Conditional Uses in the C-1 (Central Commercial) and C-2 (Highway Commercial) Zoning Districts, a preference to preserve the commercial usage of downtown storefronts, a preference to clearly prohibit residential uses on the first/ground floor of Main Street buildings, a concern that residential uses on the ground/first floor of Main Street buildings could emerge in the future, how a new zoning hearing will be held on June 23, the recently amended language that addresses some of the Planning Commission's concerns by excluding first/ground floor residential uses for Main Street buildings, and an interest in slightly amending that language.

Tammy Kenowski made a MOTION to recommend Borough Council amend the currently proposed revision to the Borough Zoning Ordinance's Schedule of District Regulations to read Add "Multi-Family Dwellings (First floor dwellings on parcels bordering Main Street shall be prohibited)" to the list of permitted Conditional Uses in the C-1 Central Commercial District. SECOND by Mary Beth Wood. The MOTION was CARRIED unanimously.

Wayne County's 650 ½ West Park Street, Women's Sober House project was discussed.

Discussion included proposed renovations, that there were no new comments regarding the project, and that the agenda item was held in case anyone representing the County attended the meeting.

Sidewalks and sidewalk regulations were discussed.

Discussion included coordination with Jayson Wood from Woodland Design for future meeting attendance and guidance, matching sidewalk materials in the downtown core with the Main Street streetscapes project for compatibility, an interest in maintaining sidewalks where they already exist, an interest in prohibiting the removal of sidewalks, and neighborhood sidewalk differences like North Main bluestone.

There was a general discussion regarding a demolition ordinance, having a land bank in the future, property tax rates for Honesdale in comparison to neighboring municipalities and other municipalities in Wayne County, the Borough's Strategic Management Planning process that's currently underway, Borough funding, R3 Hardware being for sale, the need for a full time Zoning Officer, the proliferation of signage on Honesdale Beverage at 658 West Park Street, signage at Super Duper, the future demolition of 256 Erie Street, which was destroyed by fire, the stream in pipes below Vine Street, broken stormwater pipes, a 1933 map showing this stream as an open channel, the Narrowsburg Lumber building, neighborhood changes, residential lighting, Planning Commission membership, parking, former Presbyterian Church buildings being back on the tax rolls, and preserving the historic church building.

The meeting was adjourned at 7:48PM.

<<< 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 2, 2025 meeting for review and consideration.

Respectfully submitted on Jul 7, 2025 by

A handwritten signature in black ink, appearing to read "Derek Frey Williams". The signature is fluid and cursive, with a long horizontal flourish at the end.

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 2, 2025.

<<< 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 6, 2025 meeting for review and consideration.

Respectfully submitted on Aug 8, 2025 by

A handwritten signature in black ink, appearing to read "Derek Frey Williams". The signature is fluid and cursive, with a long horizontal flourish at the end.

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 August 6, 2025.

<<< 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 3, 2025 meeting for review and consideration.

Respectfully submitted on Sep 27, 2025 by



Mayor Derek Frey Williams
Secretary, Honesdale Borough Planning Commission

MEETING MINUTES BEGIN >>>

The Honesdale Borough Planning Commission met on September 3, 2025 in the community meeting room of 32 Commercial Street.

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

Planning Commission members in attendance were Chair Jerry Theobald, Vice Chair Mary Beth Wood, Carly Marshall, and Mayor Derek Williams.

Minutes for the June 4, 2025 meeting were read aloud by Derek Williams.

Placeholder minutes for the unheld July and August meetings were also presented.

Mary Beth Wood made a MOTION to accept the June meeting's minutes as presented. SECOND by Carly Marshall. The MOTION was CARRIED unanimously.

Correspondence from Honesdale Borough was received. The correspondence confirmed the receipt and application of the Planning Commission's recommendations related to the Wayne County Sober House project and the adoption of Zoning Ordinance amendments. This correspondence was noted. Copies were not reviewed by the Planning Commission during the meeting.

The recently considered Wayne County Sober House project was discussed.

Discussion included confirmation that the Planning Commission's recommendations to process the project as a minor impact use were followed through on.

Recently approved amendments to the Borough's Zoning Ordinance were discussed.

Discussion included confirmation that the Planning Commission's recommendations related to restricting residential units on the ground floor of downtown buildings were incorporated into the amended Zoning Ordinance and checking on the codified Zoning Ordinance that is publicly available to make sure the updates are accessible.

Additional correspondence related to an invitation to an Agricultural Security Areas 101 program being presented by the Wayne County Agricultural Land Preservation Board on September 8, 2025 was reviewed.

Discussion included how Agricultural Security Area designations take place prior to potential Perpetual Agricultural Easements being established and housing development in relation to agricultural use areas.

There was a general discussion regarding the United Neighborhood Centers Timber Mill Commons residential development project on Commercial street, grants and financing for this project, and transportation and pedestrian safety improvements around the intersection of Commercial, Terrace, and Vine Streets that could be incorporated into the project.

Sidewalks and sidewalk regulations were discussed.

Discussion included a Borough budget line item for the Planning Commission totalling \$500, using this funding for professional consultation, starting with bare bones regulations that address non-removal and maintenance of existing sidewalks, having different sidewalk zones with potentially different sidewalk regulations and materials, matching sidewalk materials, requiring sidewalks in new developments, reviewing Hawley's sidewalk regulations, PennDOT involvement with handicap ramps and curb cuts, and coordinating with Jayson Wood from Woodland Design to attend a future Planning Commission meeting.

There was a general discussion regarding a demolition ordinance, preserving neighborhood character, historic preservation, code enforcement needs, police officers and fire fighters submitting code violations, signage proliferation on the Honesdale Beverage building at 658 West Park Street, sidewalk conditions, ticketing and magistrate fines, rental inspections and licensing costs, the Borough's new biennial rental unit inspection requirement, previous inspection requirement that took place only after a tenant change, Gettysburg examples, Bailey Building assessment at 435 Erie Street and the current remediation process, how historic architectural review boards could be more

like design guides presenting optional actions, and the demolition progress at 256 Erie Street, which was destroyed by fire.

Additional discussion topics included the Community Development Block Grant program, process, and projects, using CDBG dollars for sidewalks and blighted buildings in addition to paving, speed minders and rapid flashing beacons, the Northeast Firearms moving from Main Street to 670 West Park Street, new housing development potential on Spinner Road in Texas Township, walkability, a potential Old Willow Avenue bridge project that could create a new crosswalk and walking bridge at old intersection of Old Willow Avenue and Grandview Avenue to make the Route 6 plaza more walkable, R3 Hardware selling its 541 Main Street building, new ownership of that building by the owners of Black & Brass Coffee .

Mary Beth Wood made a MOTION to adjourn the September meeting. SECOND by Derek Williams. The MOTION was CARRIED unanimously.

The meeting was adjourned at 7:55PM.

<<< MEETING MINUTES END

Honesdale Borough Planning Commission

Meeting: October 1, 2025

Meeting Location: Wayne County Visitors Center Community Room

Minutes

Meeting was called to order at 7:00 PM by Chairman Jerry Theobald.

Planning Commission members present: Chair Jerry Theobald, Vice Chair Mary Beth Wood, Tammy Kenowsky, and David Nilsen.

Mary Beth Wood took the meeting Minutes.

The Minutes of the September 3, 2025, meeting were read by Mr. Theobald. Motion to approve was made by Ms. Wood and seconded by Mr. Theobald. Motion to approve the Minutes passed unanimously.

No public comments were made.

1) Old Business

There was general discussion about various items listed as Old Business on the Meeting Agenda. This included regulations for demolition of property and abandoned houses. Also, funding for the housing project on Commercial Street and its impact on the project timeline, the sale of the R3 Hardware building on Main Street (across from the fire company), and the possible demolition of a house on 4th Street next to R3 Hardware (on 4th and Main). The Planning Commission members discussed the sidewalk ordinance but want to defer any formal action until a presentation is made by Woodland Design Associates, the engineer for the Main Street streetscape project.

There was no New Business.

The meeting adjourned at 7:51 PM upon motion made by Ms. Wood and seconded by Ms. Kenowsky.

Respectfully submitted,



Mary Beth Wood
Vice Chair

Honesdale Borough Planning Commission
958 Main Street
Honesdale, PA 18431

Following are the minutes for the Honesdale Borough Planning Commission's November 5, 2025 meeting for review and consideration.

Respectfully submitted on Nov 30, 2025 by

A handwritten signature in black ink, appearing to read "Derek Frey Williams". The signature is fluid and cursive, with a long horizontal flourish at the end.

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 November 5, 2025.

<<< 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 3, 2025 meeting for review and consideration.

Respectfully submitted on Dec 31, 2025 by



Mayor Derek Frey Williams
Secretary, Honesdale Borough Planning Commission

MEETING MINUTES BEGIN >>>

The Honesdale Borough Planning Commission met on December 3, 2025 in the community meeting room of 32 Commercial Street.

The meeting was called to order at 7:08PM.

Planning Commission members in attendance were Chair Jerry Theobald, Vice Chair Mary Beth Wood, Carly Marshall, Mayor Derek Williams, and alternate Planning Commission member Vincent Morea.

Minutes for the October 1, 2025 meeting were read aloud by Mary Beth Wood.

The Planning Commission did not meet in November.

Derek Williams made a MOTION to accept the October meeting's minutes as presented. SECOND by Mary Beth Wood. The MOTION was CARRIED unanimously.

Sidewalks and sidewalk regulations were discussed.

Discussion included sidewalk maintenance obligations, neighborhood sidewalk districts and equity, differing sidewalk materials, replacing existing materials, priority areas like Main, Church, and Court Streets, Hawley's bluestone sidewalks, safety improvements, driveway accesses, PennDOT regulations, sight distances from driveways and side street intersections, planned removal of parking spaces on Main Street to increase sight distances, potential diagonal parking on downtown side streets to make up for parking space removals, and historic streetscapes work.

Further discussion included sidewalk planting strips, planting maintenance, how the previous sidewalk and driveway ordinance drafts were thought to be too onerous, stormwater management, water pooling issues related to the HOCA Flats sidewalk design, and how there is no current sidewalk ordinance.

Forward thinking discussion included an interest in streetscape plan consistency, current grants for streetscapes, potential funding for sidewalk maintenance, an interest in compiling information from past meeting discussions, coordinating with Woodland Design, working with Woodland's ordinance examples, Woodland's recommendation to start small with new regulations and then add to them later, an interest in minimizing regulations, simplifying the draft ordinances, and potentially combining the draft sidewalk and driveway ordinances, the meeting with Woodland Design that was postponed in October, and an interest in rescheduling that meeting for February of 2026.

Building demolition regulations and an ordinance were discussed.

Discussion included historic preservation, public review, concerns about buildings being demolished for parking, parcel usage covenants at the Sterling Business and Technology Park, potential requirements for rebuilding, the Presbyterian Church purchase and rehabilitation, property maintenance liens, and insurance escrow accounts.

Additional discussion topics included Jerry Theobald's last meeting, his multiple decades of service to the Planning Commission and past service on Honesdale Borough Council, leaf pickup, yard debris, an interest in advancing some of the past year's draft ordinance discussions, and the need for in house code enforcement and building inspections.

The meeting was adjourned at 8:04PM.

<<< MEETING MINUTES END