ZONING & PLANNING (ZAP) MEETING AGENDA
NOTES
September 8TH, 2026
6:00 PM

1. **Roll Call**
2. **Recent Matters:**
    A. **Fines Structure:** Look at businesses v. residences (examples: Wal-Mart and CVS).

    B. **Parking Management:** Borough Manager to update the last parking study and recommend action items for meters, parking lots, and long-term parking permits.

    C. **Review of Ordinance #1353:** Discuss any desired amendments to Chapter 134, Solid Waste, regarding where trash cans should be kept on properties, screening trash carts, and fines for trash carts in front yards.

    D. **Electric Bikes:** The Borough Manager has prepared a DRAFT Ordinance that he is circulating with our Borough Solicitor and Police Chief.

    E. **Data Center:** Protection from a possible Data Center being placed within the Borough in the future. Develop guidelines, restrictions, etc.

    F. **Mattress Wrapping:** Whether a mattress having to be wrapped for pick-up should be in the Ordinance or not.

3. **Flood Plain Ordinance Amendment:** The next action date is the October 6th Borough Council meeting.
4. **Lot/Joinder Ordinance**: The professional team is finalizing amendments to the Ordinance for ZAP review and approval, with public notice at an upcoming Council Meeting.
5. **Follow-up Discussion on shopping carts for large establishments:** The Borough Manager recommends the Fee Schedule be amended to increase the shopping cart fee from $30/cart to $400/cart.
6. **The Registration for Residential Rental Licenses:** The 2027 Rental Registration has commenced and is going well.
7. **Overnight Parking Ordinance**: Walmart is attending the September 15th Borough Council meeting.
8. **Prospect/Ridgeway**: CR Draft Ordinance- After the rush on land development projects is completed, the professional team will finalize the Ordinance amendments for this Committee's review and input.
9. **Code Enforcement:**
    A. **Solid Waste & Property Maintenance Enforcement Activities**
        1. Continued enforcement efforts targeting recurring solid waste and property maintenance violations, including:
            - Domestic waste protruding or extending above the top of refuse containers
            - Trash cans remaining curbside beyond permitted collection periods
            - Mobile refuse carts not stored within the required side/rear yard locations nor properly screened from public view

2. Code Enforcement Officer schedule adjusted around municipal refuse collection days to maximize compliance inspections and enforcement coverage.
3. Operational challenge noted: municipal collection routes begin as early as 4:30 a.m., resulting in certain streets being missed during weekly enforcement efforts.
4. Weekly issuance of Borough Property Violation Tickets continues for noncompliant properties.
5. Non-Traffic Citations have been filed with the Magisterial District Court against property owners who failed to remit payment or otherwise comply following issuance of Borough violation tickets.
6. Violation and compliance correspondence continues to be issued to offending property owners and/or responsible parties.
7. Escalation through District Magistrate proceedings continues when voluntary compliance is not achieved.

B. **Solid Waste Ordinance - Borough Residential Collection Program / Private Waste Haulers for:**
   1. Properties with Mixed-Use - commercial with 4+ residential units / commercial with up to 4 residential units.
   2. Properties with multi-family units - 4+ units
   3. Properties used as Short-Term Rentals

C. **Updates on Recurring and Continuing Violations:**
   1. **86 Walnut Street**
      - Weekly site inspections continue.
      - No significant reduction observed in the number of vehicles parked/stored at the property.
      - Monitoring and enforcement activities remain ongoing.
   2. **419 King Street**
      - No new complaints were received during the reporting period; however, monitoring and enforcement activities remain ongoing.
   3. **105–109 East Broad Street**
      - Weekly enforcement tickets continue to be issued for multiple recurring violations.
      - Appeal of Summary Judgment before the Court of Common Pleas was finalized on March 26, 2026.
      - Current Status:
        - Borough is proceeding through due process for refiling applicable Non-Traffic Citations.
   4. **111 Analomink Street**
      - Violation for blocking an unopened alley. Currently pending before the Magisterial District Court.
   5. **37 West Broad Street**
      - Defendant entered a guilty plea before the Magisterial District Judge.
      - Penalties were imposed by the Court.
      - Property continues to remain in violation of the Borough Solid Waste Ordinance despite court disposition.
   6. **8 Emerson Street**
      - Property remains in continued violation. Non-Traffic Citation has been refiled with the Magisterial District Court.

10. **Pending Project Updates**:
    A. **IBW Sale** – Three (3) interested Buyers. Setting up an IBW committee meeting with Monroe County IDA.
    B. **UHaul** – Construction has commenced.
    C. **UBox** – Crosswalk is their only remaining item.
    D. **Pocono Christian School** – They have a checklist for Sept 15th requirements
    E. **187 Grand Street –** They have a checklist for Sept 15th requirements.
    F. **60 Washington Street** – Demolition commenced.
    G. **112 N. Courtland Street (RKR Hess)** – They have a checklist for Sept. 15th requirements.
    H. **Eli/Henry Street** – Council-approved lot joinder. Reviewing traffic and land development submission.
    I. **I-80/Exit 308/Forge Road**- There will be intermittent delays on Forge Road as PennDOT removes portions of the westbound I-80 bridge.
    J. **Orchard Street Water Line Replacement, by PennDOT**, (Prospect to Brodhead replacing the existing pipe, reviewing options for rest of water line.
    K. **Five Pedestrian Crosswalks** – Finalizing traffic engineer design.
    L. **Negozzi Updates** – awaiting PennDOT HOP decision(s). Still requires Lot/Joinder and a resubmitted Land Development Plan.
    M. **727 Milford Road** – former mini-golf site, proposal in front of PennDOT HOP, awaiting Borough traffic engineer comments.
    N. **707 Milford Road** – former bank building. Expecting a signed Professional Service Agreement before September 15, 2026

11. **New Items Referred from last Council Meeting:**
    A. Traffic Study Request - Analomink Street corridor at North Green Street, and evaluation of traffic calming measures for that stretch of roadway.
    B. Proposed amendment to Chapter 153 (Visual Obstructions) establishing a “Legacy Tree” exemption and alternative mitigation process, directly related to a prior code enforcement matter at this same corner involving a mature tree that predated the paved street.
    C. Proposed amendment to Chapter 122, Article VI (Grass and Weeds) establishing a defined exemption for intentionally maintained native and pollinator-friendly landscaping (a “Managed Natural Landscape”), consistent with approaches already adopted by other Pennsylvania and regional municipalities.
    D. Proposed Chapter 158, “Outdoor Lighting and Night Sky Protection,” which would repeal and replace the Borough's current exterior lighting standard at §157-88.1 with a standalone chapter addressing maximum color temperature, fixture shielding, mounting height, light trespass onto residential property, lighting uniformity, nighttime curfew hours, and enforcement — including, for the first time, a Borough standard that applies to street lighting.

    E. A simplified, “starter” version of the same chapter, covering the same core problems — streetlight coverage, color temperature, shielding, mounting height, and light trespass — without new enforcement staff, a permit overhaul, or a private right of action. I am including this alternative because I recognize Council's time and attention are limited, and I would rather offer a lower-friction first step Council can adopt now and strengthen later than have the fuller proposal stall for lack of bandwidth to review it.

F. A one-page comparison chart showing, provision by provision, how the Borough's current code compares to Smithfield Township's adopted outdoor lighting ordinance (Chapter 32) and to the model template published by DarkSky International, a national nonprofit focused on responsible outdoor lighting policy, and how each proposed version would close the identified gaps.

12. **Adjournment:**