



TO: Christopher Garges, Township Manager
FROM: Zachary Zubris, Director of Planning & Zoning
DATE: August 7, 2026
SUBJECT: July 2026 Planning & Zoning Report

Dear Chris:

The purpose of this memo is to provide a transparent look into Department activities during July of 2026, including activities for Planning, Zoning, Permitting, Code-Enforcement, Land Preservation, Sustainability, and associated Township committees. Below is a summary of these activities:

Permitting

Residential Construction/Swimming Pool Permits

- 22 New Residential Construction/Swimming Pool permit applications received.
- 31 permits issued.
- \$57,644.50 in fees charged for issued permits.

Commercial Construction Permits

- 4 New commercial construction applications received.
- 2 permits issued.
- \$2,359.17 in fees charged for issued permits.

Zoning Permits

- 12 New Zoning permit applications received.
- 3 permits issued.
- \$550.00 in fees charged for issued permits.

Grading/Stormwater Management Permits

- 1 new Grading/Stormwater Management application received.



- 2 revised grading submissions received.
- 1 foundation as-built and 1 final as-built received.
- 1 permit issued.
- \$2,700.00 in grading escrow/filing fees collected.
- No stormwater capital fund exemption fees collected.

Inspections

- Permit Specialist scheduled 2 electrical code inspections for permits from 2024.
- Permit Specialist and Zoning Officer met with Stan Cywinski, Ryan Fallon, and Matt Wojcik from Barry Isett to discuss the permit process and provide details on our website and permit portal for each specific permit type. This will assist residents and contractors with their applications.
- 100 inspections completed by Barry Isett & Associates.
- Permit Specialist collected \$1,140.00 in re-inspection fees for failed inspections.

Fire Inspections

- 1 fire inspection was conducted for Use and Occupancy / Life Safety on a commercial business. A meeting with Stan Cywinski and Rickey Delamore will be held in August to discuss plans to provide more outreach to commercial entities in the coming months to obtain compliance.

Certificates of Occupancy and Certificates of Approvals

- 22 certificates of occupancy and certificates of approvals were issued: 1 from 2024, from 2021, 3 from 2020 and 1 from 2017.

Property Complaints

- 6 new complaints. 2 stop work order posted. 5 letters sent. Violations include the following:
 - o Garage apartment conversion without approval (Stoney Hill Road)-
Violation letter sent. Owner has contacted the Township to discuss.
 - o Fencing constructed without a permit (Stoney Hill Road)- **Violation letter sent. Property owner has applied for the appropriate permit.**

- o Unsafe structures (Route 202)- **Violation letter sent. Remedial action taken by owner**
- o Sight distance obstructions due to hedges (Laurel Road & Sugan Road). **Sight distance issue at Laurel and Sugan has remedial action underway.**
- o Sight distance obstructions due to hedges (Carversville Road & Street Road). **Violation letter sent.**
- o Landscaping work, including boulder placement and pipe damage, without approval (intersection of Old Carversville Road and River Road)- **remedial action being taken by the property owner. Stormwater pipe repaired.**
- Township received a hearing date of August 26th for injunction/contempt for refuse and recycling facility on High Road.
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Escrows

- In conjunction with the Finance Department, the Department closed 4 escrow accounts.

Historical Architectural Review Board

- Meeting cancelled July 6, 2026.
- Meeting cancelled for August 3, 2026.
- Next meeting September 10, 2026
- Applications approved:
 - o Phillips Mill Inn RRIK - Asphalt Roof

Comprehensive Plan Committee

- Meetings held on July 14th and July 23rd. The committee reviewed the final draft of the Comprehensive Plan.
- At the July 23rd meeting, the Committee motioned to accept the plan, pending revisions, and to send it to the Township Planning Commission. The Planning Commission will review the draft at its August 24th meeting.



Miscellaneous

- Aidan O'Connor assisted the Department with uploading over 325 applications into Laserfiche including old grading applications and new building permit applications. Aidan has also assisted with the Capital Plan development and presentation.

Planning & Preservation

Land Preservation Committee

- Meeting held on July 16, 2026.
- The next meeting is scheduled for August 20, 2026.

Planning Commission

- Meeting held July 27, 2026.
 - o Ferry Wash Sketch Plan withdrawn.
 - o Canal Side Properties LLC Conditional Use withdrawn.
 - o PC made a motion to approve the Lighting Ordinance Amendments.
 - o PC made a motion to request that the BOS provide comments regarding the Roundabout at the intersection of Route 202 and 179.
 - o Acceptance of complete applications for 27SP LLC Minor Subdivision and Richardson Lot Line Change Plan.
- The next meeting is scheduled for Monday, August 24, 2026. Agenda items to include:
 - o 27SP LLC Minor Subdivision, Richardson Lot Line Change Plan, Solebury School Amended Final LD Plan, and the Township Comprehensive Plan review.
- Active LD/Subdivision/Misc. Projects:
 - o New Hope Development Group LLC Minor Subdivision.
 - o Fountainhead at Solebury Preliminary LD and CU.
 - o Windy Bush Road Sketch Plan.

- o Ferry Wash Sketch Plan.
- o Canal Side Properties, LLC Conditional Use.
- o Ingham Road Preliminary Minor Subdivision.
- o Richardson Lot Line Change: 305 Joshua Lane and 4001 Street Road.
- o Solebury School Amended Final LD Plan.
- o New Cartwheel Partners Amended Final Plan - Incomplete Application.

Zoning Hearing Board

- Meeting held July 8, 2026. Three applications reviewed:
 - o Approved - PhilliesValley Trust, LLC (6550 Meetinghouse Road).
 - o Approved - Sandra Marshall (6163 Meetinghouse Road).
 - o Approved - DiGregorio (2775 River Road).
- The next meeting is scheduled for August 12, 2026. Two applications for review:
 - o Sharon (7189 Center Bridge Road) - Variance requests pertaining to improvements within the riparian corridor (fence/generator) and principal use of ½ of duplex as short-term lodging facility for short-term rentals.
 - o 6436 Meetinghouse Road, LLC (6436 Meetinghouse Road) - Variance requests pertaining to reconstruction of an existing dwelling.

Zoning Ordinance Text Amendments

- Farm Worker Ordinance: To BOS.
- Warehouse/Data Center Ordinance: Approved by BOS at its June 16, 2026 meeting.
- Nonconformities Ordinance Amendments: Refining final draft.
- Well Ordinance: Pending.
- Lighting Ordinance: Planning Commission motioned to recommend approval at its July 27, 2026 meeting. To BOS.
- Well Ordinance: Pending.

Right-To-Know



- Staff received and processed 33 RTK requests in July.

Sustainability

Sustainability Consultant (EvolveEA)

- The Sustainability Specialist will conclude her work with EvolveEA upon receipt of the final deliverables.

Student Engagement

- Senior Penn State student (and Solebury resident), Ellie Brown, will conclude her internship with the Sustainability Specialist on August 24th, 2026.
- The Sustainability Specialist is working with several Penn State students over the course of the summer to outline next steps for the projects described in the final deliverables from EVolveEA.

Rooftop Solar Project for PW Garage and Salt Shed

- Construction is complete—awaiting final interconnection from PECO.
- **Next steps:** activate system + monitoring, submit Federal Tax Credit forms, engage SREC trading consultants.

Adopt a Township Road (AATR)

- 2 interest forms submitted in July—pending receipt of completed documents.
 - Parks & Recreation Board to adopt Laurel Rd.
 - Solebury Montessori School to adopt School Ln.
- A total of 8 groups are formally registered.
- A total of 16 Township roads have been adopted.

Lighting Ordinance

- The Township Planning Commission recommended approval at its July 27, 2026 meeting. The ordinance will now go to the Board of Supervisors.



Grant and/or Community Designation Programs

- DVRPC Grant Status: \$100,200 was awarded on April 27th, 2026. The contract has been issued and signed by all parties—RFP development in-progress.

Township Website

- The Sustainability Specialist continues to work with Township staff to refine the new website and upload videos and materials.

Events

- No sustainability events took place in July 2026.

Environmental Advisory Council (EAC)

- The July 2026 EAC meeting took place on July 14th.
 - o The EAC decided to cancel their August 2026 meeting.
 - o A motion was made to request that the BOS approve the proposed amendments to the SSC's name and parameters.
 - o The gasoline-powered landscaping equipment forum will take place in Fall 2026 (date TBD).
- The next EAC meeting will be held on **Tuesday, September 8th, 2026, at 7:00pm.**

Sustainability Subcommittee (SSC)

- The SSC will resume public monthly meetings upon conclusion of the work with EvolveEA.

Lake Solebury Advisory Committee (LSAC)

- First LSAC meeting will take place on **Wednesday, October 21st, 2026 at 6PM** in the conference room at Lake Solebury.
- Subsequent meetings will take place on the third Wednesday of each month at the Township Building—time for subsequent meetings TBD by the committee at the first meeting.



If you should have any questions or require additional information, please let us know.

Sincerely,

Zachary J. Zubris
Director of Planning & Zoning
Zoning Officer/Code Enforcement
Officer

John Ives
Planning & Zoning
Administrator

Kate Robeson-Grubb
Sustainability Specialist
EAC & SSC Administrator

Debra McFadden
Permit Specialist