



TO: Christopher Garges, Township Manager
FROM: Zachary Zubris, Director of Planning & Zoning
DATE: May 4th, 2026
SUBJECT: April 2026 Planning & Zoning Report

Dear Chris:

The purpose of this memo is to provide a transparent look into Department activities during April 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

- 28 New Residential Construction/Swimming Pool permit applications received.
- 20 permits issued.
- \$30,043.50 in fees charged for issued permits.

Commercial Construction Permits

- 2 New commercial construction applications received.
- 6 permits issued.
- \$11,845.39 in fees charged for issued permits.
- Temporary Certificate of Occupancy Issued for Chase Bank

Zoning Permits

- 12 New Zoning permit applications received.
- 10 permits issued.
- \$900.00 in fees charged for issued permits.



Grading/Stormwater Management Permits

- No new Grading/Stormwater Management applications received.
- No permits issued.
- No new grading escrow/filing fees collected.
- \$750.00 in stormwater capital fund exemption fees collected.

Inspections

- Permit Specialist scheduled 10 Building Code inspections.
- Permit Specialist scheduled 5 Electrical Code Inspection.
- Other inspections completed by Barry Isett & Associates.

Fire Inspections

- 3 fire inspections conducted.

Certificates of Occupancy

- The Township issued 14 Certificates of Occupancy.
- 9 permits were closed from 2024, 4 permits from 2023 and 1 permit from 2022

Property Complaints

- 6 new property complaints. These include work without permits, earth disturbance, tree removal, graffiti, short-term rental use, and vegetation obstruction.
- Staff addressed each of these with enforcement notices and stop work orders.
- 3 considered closed.

Escrows

- In conjunction with the Finance Department, Township closed 3 escrow accounts, returning escrow monies to residents.
- Lowered financial security of Carversville Inn to \$24,000 until 18-month maintenance period expires.



Historical Architectural Review Board

- Meeting held April 6th, 2026, and 1 application was reviewed:
 - Young: 3592 Aquetong Road – Approved COA.
- Township staff mailed HARB survey for minimum maintenance ordinance on January 20th, 2026.
- May 4th, 2026, meeting was canceled.
- Next meeting scheduled for June 1st, 2026.

Comprehensive Plan Committee

- Meeting held on April 15th, 2026.
- Committee discussed draft of comprehensive plan and next steps.
- Next meeting scheduled for May 7th, 2026.

Miscellaneous

- Staff attended Pennsylvania State Association of Township Supervisors Conference in Hershey.
- Staff created 2 videos posted on the Township website detailing the permit process and overview of the Planning & Zoning website page.
- Permit Specialist attended a Building and Zoning Clerk Meeting at Buckingham Township with 8 local municipalities. Very proud to say that Solebury Township is very advanced in our permitting process especially with the online portal.
- Permit Specialist was accepted into the Bucks County Consortium Mentorship Program and met with her mentor from Warwick Township in April.
- Zoning Officer and Permit Specialist met with Nancy Hess for SELT Program regarding exceptional customer service stories.



Planning & Preservation

Land Preservation Committee

- Meeting held on April 16th, 2026. 1 motion was recommended:
 - Add new eligible confidential property.
- Next meeting scheduled for May 14th, 2026.

Planning Commission

- Meeting held April 27th, 2026.
 - Fountainhead at Solebury tabled and to be continued at a future meeting.
 - PC made motion to approve Data & Warehouse Ordinance Amendments.
 - PC made motion to approve Lighting Ordinance Amendments.
- Next meeting scheduled for Wednesday, May 27th, 2026.
- Active LD/Subdivision/Misc. Projects:
 - New Hope Development Group LLC Minor Subdivision.
 - Fountainhead at Solebury Preliminary LD and CU (April PC Meeting).
 - Orchard Meadows Minor Subdivision.
 - Windy Bush Road Sketch Plan.

Zoning Hearing Board

- Meeting held on April 29th, 2026. ZHB reviewed 2 applications:
 - Canal Side Properties, LLC (3776 River Road) was approved.
 - Honey Hollow Nature Center (2877 Creamery Road) to be continued.
- May 7th, 2026, meeting was canceled.
- Next meeting scheduled for June 10, 2026. 2-3 applications for review:
 - Honey Hollow Nature Center (2877 Creamery Road).
 - Marshall (6195 Mechanicsville Road).
 - Marshall (6361 Meetinghouse Road).

Zoning Ordinance Text Amendments

- Farm Worker Ordinance: May PC.
- Deer Fence Ordinance Amendments: May PC.
- Warehouse/Data Center Ordinance: To BOS.
- Nonconformities Ordinance Amendments: Refining final draft.
- Lighting Ordinance: To BOS.
- Well Ordinance: Pending.

Sustainability

Sustainability Consultant (EvolveEA)

- The Sustainability Specialist will conclude her work with EvolveEA in May upon receipt of the final deliverables.
- The Energy Transition Committee (ETC) concluded their work with the SSC, Sustainability Specialist, and EvolveEA at the end of April.
- This same group successfully held the second of two (2) community engagements events (the “Community Energy Series”) and the third of three (3) ETC Workshops.

Student Engagement

- Senior Penn State student, Emma Houin, will conclude her work with the Sustainability Specialist on May 7th, 2026.
- Senior Penn State student (and Solebury resident), Ellie Brown, will begin her internship with the Sustainability Specialist on May 18th, 2026.
- The Sustainability Specialist will work 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

- The solar permit application has been approved. Construction will begin in early May.

Adopt a Township Road (AATR)

- AATR went live on March 9th, 2026.
- 15 interest forms have been submitted thus far by residents and community organizations. A total of 7 groups formally registered, and a total of 16 Township roads have been adopted.

Alternative Energy Ordinance

- Township staff proposed a language amendment to Board of Supervisors.

Lighting Ordinance

- The draft Lighting Ordinance has been reviewed by the EAC and PC with recommendations for adoption to be sent to the Board of Supervisors.

Grant and/or Community Designation Programs

- Township staff applied to the DVRPC Travel Options Program (TOP) for an award opportunity to fund an Electric Shuttle Program Feasibility Study on January 9th, 2026.
- Status: \$100,200 was awarded to the Township for this feasibility study on April 27th, 2026.

Township Website

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

Events

- Community Energy Series Session #2 was held from 6pm – 8pm on Thursday, April 23rd, 2026, at the New Hope-Solebury High School Library.
- Energy Transition Committee (ETC) Workshop #3 was held from 9am – 12pm on Friday, April 24th, 2026, at the Township Building.
- 2026 New Hope - Solebury EV Car Show will take place on May 2nd, 2026, 10am – 2pm at New Hope - Solebury High School.



- 2026 Electronics Recycling Event will take place on May 9th, 2026, 9am – 12pm at the New Hope - Solebury Upper Elementary School.

Environmental Advisory Council (EAC)

- The April 2026 EAC meeting was held on April 14th. The meeting primarily consisted of updating the permanent agenda discussion items.
 - The EAC discussed community events that will take place in April and May, as well as opportunities for future collaboration with neighboring EACs and local organizations.
 - The EAC hopes to invite the public to one of their future meetings for a presentation on gasoline-powered lawn equipment.
 - Eric Allen nominated Phil Getty as the EAC liaison to the Lake Solebury Advisory Committee.
- The next EAC meeting will be held on **Tuesday, May 12th, 2026, at 7:00pm.**

Sustainability Subcommittee (SSC)

- The SSC has elected to hold their monthly meetings on an “as-needed” basis until the work with EVolveEA concludes in May 2026.

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