

**BOROUGH OF MEDIA  
DELAWARE COUNTY, PENNSYLVANIA**

**ORDINANCE NO. 1175 OF 2025**

**AN ORDINANCE OF THE BOROUGH OF MEDIA, COUNTY OF DELAWARE, COMMONWEALTH OF PENNSYLVANIA, AMENDING CHAPTER 211 (“PARKING”) AND SECTIONS 211-2 (“DEFINITIONS”), 211-3 (“RESIDENTIAL PARKING PROGRAM”), AND 211-4 (“DEPOSIT OF PAYMENT IN METER OR KIOSK; OVERTIME”) THEREOF TO: (1) DIVIDE THE RESIDENTIAL PERMIT PARKING AREA INTO ZONES; (2) PROVIDE FOR THE ELECTRONIC ISSUANCE OF RESIDENTIAL PARKING PERMITS VIA AUTHORIZED PARKING SERVICES SOFTWARE IN LIEU OF ISSUING STICKER PERMITS; AND (3) UPDATE TERMS AND CONDITIONS FOR RESIDENTIAL PERMITS, GUEST PERMITS, AND SPECIAL PARKING PERMITS; AND FURTHER AMENDING CHAPTER 291, SECTION 25 (“PERMITS”) TO CLARIFY LANGUAGE THEREIN**

**BE IT ORDAINED AND ENACTED**, by the Borough Council of the Borough of Media as follows:

**Section 1:** The following definitions set forth in Chapter 211, Section 211-2, titled “Definitions”, shall be amended and restated in its entirety as follows (added language underlined; removed language ~~stricken~~):

**~~DWELLING UNIT~~**

~~A single unit providing complete, independent living facilities for one or more persons, in permanent provisions for living, which normally include provisions for sleeping, eating, cooking and sanitation but which also include each room in a rooming house.~~

**ELIGIBLE RESIDENT**

A natural person domiciled in the Borough of Media whose residence abuts any of the designated spaces in the residential permit parking area (RPPA).

**~~HOLIDAY~~**

~~New Year’s Day, Lincoln’s Birthday, Washington’s Birthday, Good Friday, Memorial Day, Independence Day, Labor Day, Columbus Day, General Election Day, Veterans Day, Thanksgiving Day and Christmas Day.~~

## **MOTOR VEHICLE**

~~A vehicle which is self propelled, except one which is propelled solely by human power or by electric power obtained from overhead trolley wires, but not operated on rails.~~

## **RESIDENTIAL PARKING PERMIT/STICKER**

A permit in the form of a digital record which is registered to the license plate of a vehicle and sticker issued by the Borough electronically through authorized parking services software to provide parking by an eligible resident for on-street parking within the residential parking program area (RPPA). ~~abutting his or her residence.~~

## **VEHICLE**

Every device in, upon or by which any person or property is or may be transported or may be transported or drawn upon a highway, except devices used exclusively upon rails or tracks or devices propelled solely by human power.

**Section 2:** Chapter 211, Section 211-3, titled “Residential parking program”, shall be amended and restated in its entirety as follows (added language underlined; removed language ~~stricken~~):

The residential parking program (“RPP”) shall be as follows:

A. A district known as the “residential parking program area” (“RPPA”) is hereby created in the Borough of Media.

(1) The RPPA shall be divided into three separate zones based on geography, defined as follows:

(a) NW-1 Residential Parking Zone (“NW-1”): The NW-1 Residential Parking Zone shall consist of all property located within the Borough of Media bounded as follows: Beginning at the intersection of Jackson Street and Providence Road (PA-252); thence south along the west side of Jackson Street to its intersection with Front Street; thence west along the north side of Front Street to the Borough boundary with Upper Providence Township; thence north along the Borough boundary with Upper Providence Township to its intersection with Providence Road (PA-252); thence east along the south side of Providence Road to the point of beginning.

(b) NE-2 Residential Parking Zone (“NE-2”): The NE-2 Residential Parking Zone shall consist of all property located within the Borough of Media bounded as follows: Beginning at the intersection of Jackson Street and Providence Road (PA-252); thence south along

the east side of Jackson Street to its intersection with Front Street; thence east along the north side of Front Street to the Borough boundary with Nether Providence Township; thence north and west along the Borough boundaries with Nether Providence Township to their intersection with Providence Road (PA-252); thence west along the south side of Providence Road to the point of beginning.

(c) S-3 Residential Parking Zone ("S-3"): The S-3 Residential Parking Zone shall consist of all property located within the Borough of Media bounded as follows: Beginning at the intersection of Front Street and Jackson Street; thence south along both sides of Jackson Street to the Borough boundary with Nether Providence Township; thence west and north along the Borough boundaries with Nether Providence Township and Upper Providence Township to their intersection with Front Street; thence east along the south side of Front Street to the point of beginning.

~~(2) Any resident of the Borough of Media who validly obtains a Residential parking permits shall be issued only to eligible residents of the Borough of Media. Each permit shall authorize an eligible resident to park in the spaces within zones NW-1, NE-2, or S-3, as designated in subsection B, that abut the street on which the eligible resident's dwelling is located. A sticker for parking on the street abutting his or her residence as provided in Chapter 211 shall park only in that specified area for which he or she receives the residential parking permit and shall and shall not park that permitted vehicle in any other residential parking area within the Borough. The residential parking sticker shall be color coded at the discretion of the Borough in order to easily designate the type of permit and where that vehicle is permitted to park within the Borough. Violations of this section shall be enforced by § 211-4.~~

~~B. During the times set forth in Subsection C of this section, no person shall be permitted to park a motor vehicle in or along the side of any Borough of Media street set forth in Subsection D herein known as the RRPA unless there appears on the interior of the window immediately to the rear of the front door on the driver's or left side of the vehicle a valid sticker as provided in Subsection E(1) herein or when there appears in a visible location on the front dashboard of said motor vehicle a valid guest card as provided by Subsection E(2) herein or a valid special card as provided by Subsection E(3) herein.~~

~~C. This section shall be in effect from 8:00 a.m. to 5:00 p.m. daily, excluding Saturday, Sunday and holidays.~~

~~(1) The residential parking along the west side of Citron Street between Second Street and Amber Street shall be in effect 24 hours a day, seven~~

~~days a week (Monday, Tuesday, Wednesday, Thursday, Friday, Saturday and Sunday)~~

- ~~(2) The residential parking on the north side of the unit block of East Front Street and the 100 Block of East Front Street shall be from 8:00 a.m. until 8:00 p.m. daily, excluding Saturdays, Sundays and holidays.~~
- ~~(3) The residential parking on the north side of Lincoln Street between Edgemont Street and Radnor Street shall be in effect from 9:00 a.m. to 11:00 p.m. daily.~~
- ~~(4) The residential parking on the 300 and 400 Blocks on South Avenue shall be in effect between the hours of 7:00 a.m. to 7:00 p.m. seven days per week.~~

B.D. The designated residential parking spaces within each zone of the RPPA covered by this chapter shall be as follows:

- ~~(1) NW-1 designated spaces: South Avenue between Jefferson Street and Franklin Street.~~
  - (a) The north and south sides of Fourth Street from a point even with the easterly side of Grubb Street west to Olive and on the north side of Fourth Street from Olive Street to Orange Street.
  - (b) The north and south sides of West Second Street between Citron Street and Lemon Street.
  - (c) The east and west sides of the 400 block of North Olive Street.
  - (d) The south side of the 300 block of West Third Street.
  - (e) The 300 block of West Fourth Street.
  - (f) Nine designated spaces located on the 200 block of North Lemon Street in the area between posted signs.
  - (g) Two designated parking spaces located on the north side of the 400 block of West Third Street in the area between posted signs.
  - (h) The west side of Citron Street between Second Street and Amber Street.
  - (i) Three designated parking spaces located on the north side of the unit block of West Third Street in the area between posted signs.

- (j) Three designated parking spaces located on the west side of the 200 block of North Plum Street in the area between posted signs.
  - (k) Four designated parking spaces located on the 300 block of Amber Street in the area between posted signs.
  - (l) Three designated parking spaces located on the south side of the unit block of West Fourth Street between Jackson Street and Grubb Street in the area between the posted signs.
  - (m) Amber Street between North Lemon Street and North Orange Street.
- (2) NE-2 designated spaces: ~~The west side of Jackson Street between Franklin Street and Jefferson Street.~~
- (a) The north side of Front Street to a point commencing 160 feet east of the east side Monroe running to the east to Edgemont Avenue.
  - (b) The east side of the 600 block of North Jackson Street.
  - (c) Two designated parking spaces located on the north side of the 100 Block of East Third Street and two designated parking spaces located on the south side of the 100 block of East Third Street.
  - (d) Three designated parking spaces located on the south side of the unit block of East Third Street in the area between posted signs.
  - (e) Twelve designated parking spaces located on the south side of the unit block of East Second Street in the area between posted signs.
  - (f) Six designated parking spaces located on the north side of the unit block of East Front Street in the area between posted signs.
- (3) S-3 designated spaces: ~~The north side of Front Street to a point commencing 160 feet east of the east side of Monroe running to the east to Edgemont Avenue.~~
- (a) South Avenue between Jefferson Street and Franklin Street.
  - (b) The west side of Jackson Street between Franklin Street and Jefferson Street.
  - (c) The east side of the 300 block of South Olive Street.
  - (d) The east and west sides of the 400 block of South Avenue.

- (e) The south side of the unit block of East Franklin Street.
- (f) The west side of the 300 block of South Plum Street.
- (g) Six designated parking spaces located on the south side of the 400 block of West Front Street in the area between posted signs.
- (h) Two designated parking spaces on the south side of Franklin Street between Plum Street and Olive Street.
- (i) One designated parking spaces located on the south side of the unit block of West Franklin Street in the area between posted signs.
- (j) The north side of Lincoln Street between Edgemont Street and Radnor Street.
- ~~(4) The east side of the 300 Block of South Olive Street~~
- ~~(5) The north and south sides of Fourth Street from a point even with the easterly side of Grubb Street west to Olive and on the north side of Fourth Street from Olive Street to Orange Street.~~
- ~~(6) The north and south sides of West Second Street between Citron Street and Lemon Street.~~
- ~~(7) The east and west sides of the 400 block of North Olive Street.~~
- ~~(8) The east and west sides of the 400 Block of North Olive Street.~~
- ~~(9) The south side of the 300 Block of West Third Street.~~
- ~~(10) The 300 Block of West Fourth Street.~~
- ~~(11) The east side of the 600 Block of North Jackson Street.~~
- ~~(12) The south side of the unit Block of South Plum Street.~~
- ~~(13) The west side of the 300 Block of South Plum Street.~~
- ~~(14) Nine designated spaces located on the 200 block of North Lemon Street in the area between posted signs, within which spaces are marked with an "R" on the street surface.~~
- ~~(15) Six designated parking spaces located on the south side of the 400 block of West Front Street in the area between posted signs, within which spaces are marked with a "R" on the street surface.~~

- ~~(16) Two designated parking spaces located on the north side of the 400 block of West Front Street in the area between posted signs, within which spaces are marked with an “R” on the street surface.~~
- ~~(17) (Reserved)~~
- ~~(18) Two designated parking spaces located on the north side of the 100 Block of East Third Street and two designated parking spaces located on the south side of the 100 Block of East Third Street.~~
- ~~(19) The west side of Citron Street between Second Street and Amber Street.~~
- ~~(20) Two designated parking spaces on the south side of Franklin Street between Plum Street and Olive Street.~~
- ~~(21) Three designated parking spaces located on the south side of the unit block of East Third Street in the area between posted signs, within which spaces are marked with an “R” on the street surface.~~
- ~~(22) Twelve designated parking spaces located on the south side of the unit block of East Second Street in the area between posted signs, within which spaces are marked with an “R” on the street surface.~~
- ~~(23) Three designated parking spaces located on the north side of the unit block of West Third Street in the area between posted signs, within which spaces are marked with an “R” on the street surface.~~
- ~~(24) Six designated parking spaces located on the north side of the unit block of East Front Street in the area between posted signs, within which spaces are marked with an “R” on the street surface.~~
- ~~(25) Three designated parking spaces located on the west side of the 200 block of N. Plum Street in the area between posted signs, within which spaces are marked with an “R” on the street surface.~~
- ~~(26) One designated parking space located on the south side of the unit block of W. Franklin Street in the area between posted signs, within which the space is marked with an “R” on the street surface.~~
- ~~(27) Four designated parking spaces located on the 300 block of Amber Street in the area between posted signs, which spaces are marked with an “R” on the street surface.~~

~~(28) Three designated parking spaces located on the south side of the unit block of West Fourth Street between Jackson Street and Grubb Street in the area between posted signs, within which spaces are marked with an “R” on the street surface.~~

~~(29) The north side of Lincoln Street between Edgemont Street and Radnor Street.~~

~~(30) Amber Street between North Lemon Street and North Orange Street.~~

C. E. ~~The stickers or cards provided by this chapter shall appear and cost as follows~~ Permits issued under this chapter shall be obtained in the following manner and at the fees set forth below:

~~(1) Stickers shall be prepared by the Borough Secretary and cost \$5. Residential parking permits shall be obtained through the Borough’s authorized parking services software and shall be issued at an annual fee of five dollars per vehicle for up to two vehicles, and fifteen dollars per vehicle for three or more vehicles.~~

~~(2) Guest cards shall be prepared by the Borough Secretary and provided free of cost. Guest parking permits shall be obtained through the Borough’s authorized parking services software. Guest permits are issued at no cost, limited to two per residence at any one time, and must be renewed every seven (7) days.~~

~~(3) Special cards permits shall be prepared reviewed by the Borough Secretary and provided issued through the Borough’s authorized parking services software free of cost. Special cards shall be returned to the Borough Secretary immediately following their use.~~

D. F. ~~The eligibility for permits and stickers or cards provided by this chapter shall be as follows:~~

~~(1) Any person living in a residence abutting the streets in the RPPA shall be entitled to receive from the Secretary of the Borough of Media a residential parking sticker—eligible resident shall be entitled, upon application through the Borough’s authorized parking services software, to receive a residential parking permit for each vehicle that person eligible resident owns or has a right to possess. Joint owners shall be treated as one owner. The applicant shall present one item constituting proof of residency and one item constituting proof of ownership or right to possession of a motor vehicle. If proof of a residence abutting a street in the RPPA in the Borough and right to possession of a motor vehicle is properly demonstrated to the Borough, the Borough shall then issue a permit and a sticker to the applicant for residential parking abutting his~~



or her home for the residential parking zone in which the resident's dwelling is located.

- (2) No permit issued hereunder shall be transferable. A residential parking permit shall become invalid when the permit holder moves out of the RPPA, and the permit holder shall promptly notify the authorized parking services software of the change of residence. If a permitholder changes residence from one zone within the RPPA to another, the zone designation may be updated through the authorized parking services software upon submission of proof of new address, provided that the new dwelling abuts the street containing the designated parking spaces within the new zone. Any person changing residence from the RPPA shall surrender the permit to the Secretary of the Borough of Media. Any person eligible resident desiring to transfer the permit from one vehicle to another may do so through the authorized parking services software. ~~by application to the Secretary of the Borough.~~
- (3) ~~Guest cards permits.~~ Each single-family home or apartment abutting a street in the RPPA is eligible to be issued up to two guest cards at any one time, and must be renewed every seven (7) days. An applicant for ~~guest cards permit~~ must present proof of residency as required by subsection F(D)(1) above. ~~The Borough shall have no responsibility for the issuance of guest cards to any particular resident of a dwelling unit.~~
- (4) ~~Special cards permits.~~ Applications for special permits to be used for limited hours during special events in the RPPA shall be made through the Borough's authorized parking services software. Such applications shall be reviewed and approved by the Borough Secretary through that software, and approved permits shall be issued through that software. Upon written application to the Borough Secretary, special permission may be obtained for special cards permits to be used for limited hours during special events in the RPPA.
  - (a) Such application must note the purpose of the event, the date and times, the number of vehicles expected and the name of the responsible person to contact with respect to said event.
  - (b) The Borough Secretary shall grant special ~~cards permits~~ for special events so long as he finds that such action will not pose a threat to the health, safety and welfare of the residents of the Borough of Media and the surrounding community or create a serious inconvenience to other residents of the RPPA or defeat its goals.
  - (c) When permission is granted, the Borough Secretary shall notify the enforcement officers.

- (d) Special ~~cards~~ permits for special events which are ~~distributed~~ granted by the Borough Secretary are valid for no longer than 24 hours and shall be so designated.

~~E.G.~~ The only persons exempt from the provision of this section shall be:

- (1) Owners and operators of emergency vehicles.
- (2) Medical doctors on house calls in the RPPA.
- (3) Service vehicles, clearly labeled as such, during the time that persons from said service vehicle are performing a service at a residence in the RPPA.

~~E.H.~~ The areas described in Subsection ~~D~~ B above shall be posted with a minimum of two signs per block and the signs shall read:

**~~PARKING BY PERMIT ONLY~~**  
**~~8:00 A.M. – 5 P.M. MON. – FRI.~~**

**RESIDENTIAL PERMIT PARKING ONLY**

- ~~I. If a person sells his or her motor vehicle, he or she shall remove the sticker and present it to the Borough Secretary. If a replacement vehicle is purchased, the old sticker may be exchanged for a new one at a cost of \$1.~~

**Section 3:** Subsection B of Section 211-4, titled “Violations and Penalties,” shall be amended and restated in its entirety as follows (added language underlined; removed language ~~stricken~~):

- B. When an enforcement officer has reason to believe that a guest ~~card~~ permit is not being used in accordance with the purpose, intention or provisions of this chapter, the Borough Secretary shall be notified. The Borough Secretary shall then send a letter to the possessor of the subject ~~card~~ permit, informing that person that the ~~card~~ permit is being used improperly. If the violation(s) continue(s), the Borough Secretary may revoke the guest ~~card(s)~~ permit(s), so long as the possessor of the same is afforded an opportunity at an informal conference with the Borough Secretary to explain his or her position. If a guest ~~card~~ permit is revoked, the possessor of the same shall deliver it to the Borough Secretary. Parking in the RPPA with a revoked guest ~~card~~ permit shall be the same as parking with no guest ~~card~~ permit or residential ~~sticker~~ permit. Violators shall be ineligible for guest card issuance for one year.

**Section 4:** Chapter 291, Section 291-25, titled “Permits”, shall be retitled to read “Meter Parking Permits”, and amended and restated in its entirety as follows (added language underlined; removed language ~~stricken~~):

§ 291-25. Meter Parking Permits.

- A. Types of permits and authority to issue. There shall be two types of parking permits for use in parking meter zones in addition to the permits described in §§ 211-2 through 211-4 for residential parking permits: (“RPP”). These permits ~~are for~~ shall be known as resident meter parking permits and general meter parking permits. The Borough of Media shall have authority to issue meter parking ~~meter~~ permits for use in Parking Meter Zones 2, 3, and 4 only.
- (1) Resident meter parking permit. The resident meter parking permit, hereinafter referred to as the “RM” permit, shall be issued for residents living in a commercial or office zoning district if they prove to the satisfaction of the Borough that they do not have adequate off-street parking. Resident meter parking permits shall be valid in all meter parking spaces in areas of Parking Meter Zones 2, 3, and 4 but not in Zones 1 and 5. ~~This permit shall be at a rate as designated in § 291-25D(1).~~
- (2) General meter parking permit. A general meter parking permit, hereinafter referred to as the “~~general~~ GM” permit, shall exist for other individuals wishing to purchase a permit to park in order to not have to pay daily the parking meters or kiosks in the parking area. These permits ~~shall be at a rate as designated in § 291-25D(1) and~~ shall be valid in all long-term parking lots. This permit shall be valid in all parking space areas of Parking Meter Zones 2, 3, and 4, but not in Zones 1 and 5.
- B. Form of permit. The parking permit shall be a digital record which is registered to the license plate of the vehicle.
- C. Application. Application for a parking permit shall be available electronically through the Borough’s authorized parking services software on a form provided by the Borough of Media or by electronic application on the Borough’s parking permit website: mediaborough@cmrpay.com. The application shall contain the following information:
- (1) The name, phone number and email address of the applicant.
- (2) The make, model, year, and license number of the vehicle for which the permit is requested.
- (3) The type of permit requested.

D. Issuance and payment.

- (1) The resident meter parking permits and/or general meter parking permits shall only be issued upon approval of the application and payment of is such amount as shall be set by Council by resolution from time to time. Council may set different fees based on the term of the parking permits.
- (2) Terms. Meter Parking permits may be issued for terms of one month, three months or 12 months. A meter parking permit shall be effective on the date for which the applicable payment is received and the application is approved. Meter parking Permits may be renewed by electronic application.
- (3) Any permits shall automatically become invalid after the expiration date.

E. Invalidity of Permits.

- (1) Resident meter parking and/or general meter parking permits are valid for parking in any metered parking area with the exception of Parking Meter Zones 1 and 5 parking.
- (2) Transferability. A meter parking permit must be registered to one or more vehicles owned by the applicant. A meter parking permit holder may add or remove vehicles registered to the permit by logging into the online account with the Borough's authorized parking services software and revising the vehicle make and license plate number registered to the meter parking permit. However, a meter parking permit is valid for one vehicle at a time.

F. Effect of permit. When a meter parking permit is properly issued and the license plate of the vehicle is properly registered with the Borough, that vehicle shall be exempt from compliance with the regulations as to deposit of coins, currency or electronic payment and time applicable at parking meters and/or kiosks in Media Borough, except as provided by Subsection E.

G. Fee not rebatable. In no event shall a permit fee be rebatable in whole or in part once a permit is issued.

**Section 5: Severability:** The provisions of this Ordinance are severable, and if any sections, sentences, clauses, parts or provisions thereof shall be held illegal, invalid or unconstitutional by any Court of competent jurisdiction, such decision of the Court shall not affect or impair the remaining sections, sentences, clauses, parts or provisions of this Ordinance. It is hereby declared to be the intent of the Borough Council that this Ordinance

would have been adopted as if such illegal, invalid or unconstitutional, sections, sentences, clauses, parts or provisions had not been included therein.

**Section 6: Saving Provision:** Nothing in this Ordinance, as hereby amended, shall be construed to affect any suit or proceeding in any Court, and rights acquired or liability incurred, any permit issued, or any cause or causes of action existing under this Ordinance prior to the adoption of this amendment.

**Section 7: Effective Date:** This Ordinance shall take effect on January 1, 2026.

**ENACTED AND ORDAINED,** by the Borough of Media, Delaware County, Pennsylvania, this 20th day of November, 2025.

**BOROUGH OF MEDIA**

Attest:

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PRESIDENT OF COUNCIL  
MARK PAIKOFF

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SECRETARY  
BRITTANY FORMAN

Approved this 20th day of November, 2025.

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MAYOR  
ROBERT A. McMAHON