



## BUILDING, ZONING, & REVITALIZATION COMMITTEE

October 21, 2013

7:30 p.m.

### Meeting Minutes

**Call to Order:** Chairperson Pancoe called the meeting to order.

#### Attendance:

- **Committee members present:** Chairperson Pancoe, Vice-President Marlowe, Councilor Danilak, Councilor L. Durkin, and Councilor Golden.
- **Committee members absent:** Councilor Boutcher.
- **Others present:** Councilor Bunker, Councilor Farrell, Mayor Foley, Manager Locke, Assistant Manager Bashore.

#### Public Comment:

- **David Downs, 301 Runnymede Ave.:** Mr. Downs appeared before the Committee in order to express concern over a culvert on Runnymede Ave. Mr. Downs stated that the culvert is a hazard as it continues to become dislodged by cars. Manager Locke stated that the Public Works Department will be replacing the culvert.

#### Reports

- **Jenkintown Planning Commission:** A written report was provided with the monthly meeting materials. Chairperson Pancoe stated that the Planning Commission reviewed the Act 167 Stormwater Management Plan for the Pennypack Creek Watershed and conducted a hearing as the Property Maintenance Appeals Board.
- **Design Review Board:** There was no report given as the Design Review Board did not meet.
- **Director of Code Enforcement & Zoning:** A written report was provided with the monthly meeting materials. Manager Locke noted that EDU filings are progressing through Cheltenham. Manager Locke stated that there has been some difficulty in obtaining water usage records from Aqua, but a contact has been established and it should be simpler. Mayor Foley asked about the Town Square permits and the scheduled date for the Menorah lighting. Assistant Manager Bashore stated that the Menorah lighting is scheduled for Sunday, December 1.

#### Old Business

- **Property Maintenance Initiative:** Manager Locke stated that the Borough has received a positive response and noted that several letters have been sent out for sidewalk maintenance on Greenwood Ave.
- **Recognition Program:** Assistant Manager Bashore reported that this month's recognition awards will be given to the Drake Tavern and Mr. Paul's Barber Shop.
- **Proposed Ordinance - Poultry Keeping Regulations:** A revised version of the proposed amendments to the Borough's poultry keeping regulations was presented to the Committee. Councilor Golden requested

clarification over whether or not the proposed language only permits the keeping of chicken and ducks. Councilor Bunker noted a recent article about the keeping of fowl and their productive egg-laying years. Mayor Foley asked about sub-section G in the proposed ordinance pertaining to the location of a shelter on the property. Manager Locke stated that this provision will assist in preventing the shelter for the animals from becoming a nuisance.

**ACTION:** On motion of Vice-President Marlowe, seconded by Councilor Danilak, the motion recommending adoption of the proposed ordinance relating to the keeping of poultry passed unanimously.

- **201 West Avenue Property Maintenance Appeal:** Manager Locke stated that the Property Maintenance Appeals Board met on October 14 in order to conduct a hearing on the appeal of a violation letter sent to 201 West Avenue. Manager Locke stated that the Board has 45 days to issue a decision.
- **Proposed Ordinance change - Dog nuisance and fencing regulations:** Manager Locke stated that the requested ordinance is currently being drafted. Manager Locke stated that he has met twice with the resident who originally came before the Committee with issues related dog barking. Manager Locke reported that an issue with a Doberman on Washington Lane was brought before the Public Safety Committee. The Public Safety Committee has requested that the Building, Zoning, and Revitalization Committee consider amending fence regulations in order establish provisions for electric fences. Manager Locke reported that the property owner has moved is electric fence back away from the sidewalk on Washington Lane.
- **A.D.A. ramp project:** Manager Locke stated that the ramps have been completed in the paving area and noted that there are a few that need to be redone.
- **Paving program update:** Manager Locke stated that 2013 paving project began on October 21.
  - **Proposed 2014 & 2015 Paving Projects:** Manager Locke stated that he has begun reviewing roads for the 2014 and 2015 paving projects and has requested estimates from the Borough Engineer for the cost of paving. The roads under consideration are Runnymede Ave. from Walnut St. to Florence Ave., Myrtle Ave., and West Ave. from Walnut St. to Florence Ave. Manager Locke recommended paving either Runnymede Ave. and Myrtle Ave. or Myrtle Ave. and West Ave. Vice-President Marlowe asked if Walnut St. in the vicinity of the storm sewer project is going to be repaved. Manager Locke stated that it will be repaved in coordination with the 2013 paving project.
- **Lindy Management - Proposed addition of second dumpster (recycling) / enclosure:** Manager Locke stated that he has requested a plan from Lindy Properties for the addition of a second dumpster. A plan has not yet been received. Councilor Farrell asked if this dumpster would take away a parking space. Manager Locke stated that it will. The plan will be circulated to the Committee once it is received.
- **Remaining EDU status update:** Manager Locke reported that he met with Cheltenham Township Manager Bryan Havar regarding sewer issues. Manager Locke stated that the five (5) additional EDUs allocated to the Borough are available and 8.5 EDUs from the former Stutes building will be moved into the Borough's unallocated reserve. Chairperson Pancoe asked if representatives from Glanzmann Subaru met with the neighbors near 600-602 Greenwood Ave. Manager Locke stated that he did not know if the meeting had been established. Councilor Danilak stated that the Zoning Hearing Board recommended the meeting in order address concerns of the neighbors.

The Committee directed Manager Locke to facilitate the meeting between representatives of Glanzmann Subaru and the neighbors of 600-602 Greenwood Ave.

## **New Business**

- **Borough Boards & Commissions**

- **Planning Commission - Resignation of Betsy Kilkenny:** Chairperson Pancoe announced that Betsy Kilkenny has submitted her resignation from the Jenkintown Planning Commission. Assistant Manager Bashore stated that her term will expire on December 31, 2016 and a new appointment would complete this term.

**ACTION:** On motion of Chairperson Pancoe, seconded by Councilor Golden, the motion recommending that Borough Council advertise an opening on the Jenkintown Planning Commission

- **TTF Watershed Partnership - Resignation of Ed Foley:** Mayor Foley stated that he is resigning as the Borough representative on the Board of the Tookany/Tacony-Frankford Watershed Partnership. Chairperson Pancoe recommended that Christian Soltysiak be appointed as the representative on the board of the Tookany/Tacony-Frankford Watershed Partnership.

**ACTION:** On motion of Councilor Golden, seconded by Councilor Danilak motion recommending appointment of Christian Soltysiak as the Borough representative on the Tookany/Tacony-Frankford Watershed Partnership passed unanimously.

- **Shade Tree Commission:** John McGrath appeared before the Committee in order to discuss restarting the Borough Shade Tree Commission. Mr. McGrath stated that he has a few residents who are interested in participating in the Commission. Chairperson Pancoe requested that the interested residents submit letters of interest to Assistant Manager Bashore and noted that advertisements for openings will need to be done through the Borough website. Manager Locke stated that a line for the Shade Tree Commission has been added to the budget.

A copy of the current ordinance for the Shade Tree Commission was provided to the Committee. Assistant Manager Bashore stated that a request was made for this matter to be discussed. Councilor L. Durkin asked about the functions of the Shade Tree Commission. Mayor Foley noted that the ordinance outlines the functions of the Commission, but noted that it has not been updated since 2000. Chairperson Pancoe recommended reviewing the existing ordinance and determining areas where it may be modernized.

- **210 York Road - Sidewalk:** Manager Locke stated that he has received complaints regarding the open sidewalk near 210 York Road. Manager Locke stated that the Borough has been in contact with PECO regarding the work needed in order to restore the sidewalk and was informed that the work is scheduled for the end of the month.
- **Traffic Signal - Delayed Green at Greenwood Ave. and York Rd.:** Manager Locke stated that issues with the delayed green traffic signal at the intersection of Greenwood Ave. and York Rd. have been brought to his attention. Manager Locke stated that he has spoken to representatives from the PA Dept. of Transportation and is researching how this may be removed. Councilor Danilak asked why the delayed green traffic signal was originally installed. Manager Locke stated that he was unsure. Chairperson Pancoe requested that the pedestrian crossing at the intersection of York Road and West Avenue also be examined.
- **2014 Commercial Fire Inspections:** Manager Locke stated that the 2013 commercial fire inspections have been completed and approximately 85% of the commercial buildings in the Borough were inspected. Manager Locke stated that the 2014 commercial fire inspections will be beginning.
- **UCC Permit close out report:** Manager Locke reported that the Code Enforcement Department has been working to close-out old permits. Manager Locke stated that permits will list the required inspections on them moving forward in order to avoid having them sit open for an extended period of time and to make applicants aware of the required inspections.

**Adjournment:** On motion of Vice-President Marlowe, seconded by Councilor Danilak, the motion adjourning the meeting passed unanimously.