



**BUILDING, ZONING, & REVITALIZATION COMMITTEE**  
**MEETING MINUTES**  
**July 17<sup>th</sup>, 2017**  
**7:30 p.m.**

**Call to Order:** Chairperson K. Farrell called the meeting to order.

**Attendance**

- **Committee members present:** Chairperson K. Farrell, Councilor M. Golden, Councilor A. MacHaffie and Councilor J. Lugar
- **Committee members absent:** Councilor T. Danilak.
- **Others present:** President D. Pancoe, and Borough Manager G. Locke

**Public Comment:** None at this time.

**Reports**

- **Jenkintown Planning Commission Report** – Borough Manager G. Locke noted that the Planning Commission did not have a problem with the two Verizon antennas as he thought they would not be noticeable.
- **Building Department** – No new updates. Borough Manager G. Locke will begin providing the financial permit spreadsheet and the comprehensive monthly spreadsheet in packets again, starting in September.

**New Business**

- **Zoning Hearing Board – Hearing #381 610 York Road** – Chairperson K. Farrell wanted to inform the committee that the Zoning Hearing Board Hearing #381 for 610 York Road, Faulkner Nissan, has been continued until Wednesday August 2<sup>nd</sup> at 7PM. Faulkner Nissan would like to store cars at 610 York Road. Council has officially opposed the variance and asked that the Solicitor's office to represent the Borough at the hearing.
- **Request for Information – Borough Property Development Proposals** – Chairperson K. Farrell highlighted that this request for information was to have developers begin to discuss the development of Borough owned property on Summit Avenue. These RFI's were due July 11<sup>th</sup>. Chairperson K. Farrell highlighted that two parties have submitted for the RFI's. Chairperson K. Farrell asked that the committee reviews these RFI's as they will be discussed in the near future.
- **Jenkintown Train Station – Storage of Equipment for Rock Stabilization Project** – Borough Manager G. Locke highlighted that there is a map and memo detailing the Rock Stabilization Project. Borough Manager G. Locke noted that there were three areas that were damaged by Hurricane Sandy. The work is taking place in Cheltenham, however they are storing the equipment and rock on SEPTA property behind the homes on Runnymede Avenue. Borough Manager G. Locke will update the residents in that area per direction from the Building, Zoning & Revitalization Committee.

- **Resolution #2017-7 Supporting the Paris Climate Accord** – President D. Pancoe highlighted that many towns, cities and municipalities, although not Pennsylvania, have passed resolutions to support the Paris Climate Accord.

Councilor M. Golden made a motion, seconded by Councilor K. Farrell, to move Resolution #2017-7 supporting the Paris Climate Accord to full council. Motion passed unanimously.

Discussion was held regarding the Cedar Street properties, and when the next meeting would be held to discuss the properties and the use of them. Borough Manager G. Locke also noted that he was informed by PECO that a grant would be coming out within the next weeks, funding open space projects.

### Ongoing Business

- **Commercial Fire Inspection Program** – Borough Manager G. Locke highlighted that the Borough's Fire Marshal has started the commercial fire inspection program. Borough Manager G. Locke believes that this program is going well and the Borough will continue to inspect the properties as inspections are made.
- **Residential Use & Occupancy Inspection Program** – Borough Manager G. Locke noted that the Borough has started the application packet. Borough Manager G. Locke is hopeful that the program will begin August 1<sup>st</sup>.
- **Borough Wide Commercial Sign Review** – Chairperson K. Farrell wanted to note that the Borough did receive a complaint from a business owner regarding the amount of banners that were being used in the business district as signage. Chairperson K. Farrell highlighted that Borough Manager G. Locke assessed all signage and has written letters to address the situation and have the banners removed. Borough Manager G. Locke highlighted that the Borough has made great head way, as there are only three businesses left to remove their banners.
- **Borough Code Review** – Chairperson K. Farrell highlighted that the Borough is looking to update Chapter 156 of the Borough's Code. Chapter 156 specifically pertains to streets and sidewalks. Borough Manager G. Locke has begun reviewing this Chapter and highlighting everything that no longer pertains or is relevant to the Borough. The Borough's Engineer, The Borough's Solicitor, the Planning Commission have all also been reviewing this Chapter. A rough draft of the revisions can be found with the meeting materials. This draft is still being reviewed by the committee.
- **LED Procurement Project Update** – Borough Manager G. Locke highlighted that the LED Procurement Project has resumed after the Borough has addressed the residents' complaints regarding the brightness of the lights and action has been taken to reduce the light into homes such as shades being placed on the lights and the angle of the lights being turned towards the road instead of towards the homes. They will begin on the three lights on York Road and then move to the "east side" of town.
- **Gateway / Welcome Signs & 2040 Implementation Grant** – Borough Manager G. Locke highlighted that there are no new updates regarding the grant itself, however the Borough needs to contact Glanzmann Subaru to discuss an easement or deed change to allow the Borough to maintain the sign and continue to maintain the landscaping. Borough Manager G. Locke wanted the committee to set up a meeting with Glanzmann Subaru to discuss these items.
- **Property Maintenance Inspections** – Borough Manager G. Locke highlighted that there has been an updated spreadsheet provided with the monthly meeting materials. The Borough will continue to handle property maintenance complaints and the enforcement of the complaints. Borough Manager G. Locke highlighted that this spreadsheet shows the communication with the property owners and the progress made with the property maintenance complaints.

- **2016 Paving Project – Concrete Compliance** – Borough Manager G. Locke highlighted that there are only five people who have not complied. The Borough has sent these property owners a final letter with a 30-day compliance date. If the deadline is not met, the Borough intends to cite the property owners.
- **Design Review Board – Open Items** – Chairperson K. Farrell highlighted that there are still open items with the Design Review Board such as 206 Township Line Road. The Borough is waiting for the response to the few comments left regarding the Design Review Board.
- **Ordinance #2017-04 Car Storage / Parking Lot** – Borough Manager G. Locke highlighted that the Borough revised the Car Storage / Parking Ordinance and it has been placed with the meeting materials. Borough Manager G. Locke noted that the questions last month were about the screening and / or green buffer zones. Borough Manager G. Locke placed a memo with the meeting materials regarding the language that can be added for the screening / green buffer zone. Borough Manager G. Locke will make the adjustments and bring before Council for a motion to advertise.

**Adjournment:** On motion of Chairperson K. Farrell, seconded by President D. Pancoe, the motion adjourning the meeting passed unanimously.