



BUILDING, ZONING, & REVITALIZATION COMMITTEE
MEETING MINUTES
June 19th 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** – Discussed during the Jenkintown Train Station Accessibility Improvements.
- **Building Department** – Borough Manager G. Locke highlighted that the Borough has made headway. Borough Manager G. Locke highlighted that the annual commercial fire inspections will be beginning this month and are being scheduled on Fridays to help with scheduling conflicts with the Borough's new Fire Marshal.

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 Thursday July 6th 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. Borough Manager G. Locke highlighted that the advertisement was placed in the paper on May 7th and May 14th and has been available for distribution since May 16th. These RFI's are due July 11th. Borough Manager G. Locke highlighted that two parties have requested the RFI's however the Borough has received multiple phone calls.
- **210 York Road Conditional Use** - Borough Manager G. Locke highlighted that the conditional use hearing for 201 York Road is scheduled to be heard during the June Council meeting. Chairperson K. Farrell just wanted to note that this property is going before a conditional use hearing due to wanting four apartments on the third floor. The Borough Code only allows three apartments unless a conditional use is sought. Planning Commission Chairperson J. Rose stated that the Planning Commission does not oppose this project.

- **LED Procurement Project Update** – Chairperson K. Farrell highlighted that a memo was placed in Dropbox regarding the LED Procurement Project. Chairperson K. Farrell wanted to highlighted that 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. The Borough will resume the project within the next few weeks.
- **MCPC Comprehensive Plan Presentation** – Chairperson K. Farrell highlighted that Maggie Dobbs from the Montgomery County Planning Commission will be presenting the 2035 Comprehensive Plan update. Ms. Bice is looking to do a presentation at the full Council Meeting on Monday June 26th and is hopeful that the Planning Commission could be in attendance. Ms. Bice is also looking for input from the Borough's Solicitor regarding adoption and advertisement processes.
- **Jenkintown Train Station Accessibility Improvements** – Chairperson K. Farrell noted that Borough Manager G. Locke attended a meeting in the beginning of June. Borough Manager G. Locke highlighted that the meeting took place in Cheltenham. This meeting was the Section 106 meeting, which is required by the Federal Transit Authority, FTA. At this station there is a concern with the historic nature of not only the station but the area surrounding the station. In attendance from Jenkintown Borough was Borough Manager G. Locke, Borough Engineer K. Hassan and the Borough's County Planners. Borough Manager G. Locke stated that SEPTA gave a presentation on how SEPTA plans to reach accessibility for the platforms. Borough Manager G. Locke wanted to note that this project will go through Land Development, however due to the project being in Cheltenham it will be Cheltenham's Land Development process. The Borough does have standing in the Land Development process. Borough Manager G. Locke noted that SEPTA did not present any plans regarding SEPTA's parking plan or West Avenue.

Planning Commission Chairperson J. Rose stated that there are two major portions going on in this project. Planning Commission Chairperson J. Rose stated that the building is taking place in Cheltenham's historic district. On West Avenue, the current proposal Planning Commission Chairperson J. Rose saw was to do parallel parking on both sides which means they would have to bulldoze the trees and fence as well as build a new retaining wall. Planning Commission Chairperson J. Rose also stated that SEPTA is looking to change the taxi cab drop off roof.

Borough Manager G. Locke did want to note that the elevator towers will be approximately 18 feet taller than the bridge.

- **Commercial Fire Inspection Program** – Discussed under the Building Department topic earlier this evening.
- **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 is hopeful that all property owners will comply.

Ongoing Business

- **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. This code was written in the 1970's and Borough Manager G. Locke as well as the committee believes that the code is now antiquated and needs to be reviewed and updated. Borough Manager G. Locke has begun reviewing this Chapter and highlighting everything that no longer pertains or is relevant to the Borough. Borough Manager G. Locke believes that there should be a draft revision ready for the July Building, Zoning & Revitalization Committee. The Borough's Engineer, The

Borough's Solicitor, the Planning Commission and Borough Manager G. Locke have all been reviewing this Chapter and Borough Manager G. Locke feels as though a rough draft is almost ready to be presented. Borough Manager G. Locke stated that the Borough is also working on a specification book for standards to create the same standards.

Planning Commission Chairperson J. Rose wanted Council to be cautious about adopting a standard as the liability may shift back onto the Borough. Planning Commission Chairperson J. Rose thinks that the residents/business owners should take responsibility of the sidewalk, but Planning Commission Chairperson J. Rose believes that the Borough should begin to look into the possibility of the Borough assuming responsibility of the curb.

- **Gateway / Welcome Signs & 2040 Implementation Grant** – Chairperson K. Farrell highlighted that the grant was received in the amount of \$73,000 for the 2040 Implementation Grant to develop the southern gateway and create Welcome Signs in that area. Borough Manager G. Locke is waiting to receive the award letter regarding the 2040 Implementation Grant.
- **Property Maintenance Inspections** – Borough Manager G. Locke highlighted that there has been an updated spreadsheet placed in Dropbox. 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. Borough Manager G. Locke did want to note that all of the garages behind Hillside Avenue have been demolished. The two houses that were damaged from fire last year have been in contact with the Borough regarding the repairs and construction.

President D. Pancoe asked that the owners of 356 Walnut Street receive a letter regarding the overgrown grass and shrubs in the back yard. Borough Manager G. Locke noted that he would have the Codes Department draft and send a letter regarding the condition of the rear yard.

Borough Manager G. Locke wanted to note that the Borough has made progress with the property of 404 Division Street. The Borough has been trying to find a responsible party that is to handle the property maintenance of this property. After help from the Solicitors Office, the Borough has been able to contact the bank who is handling the property and it appears as though the property maintenance concerns will be / are being addressed.

- **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** – Chairperson K. Farrell stated that Ordinance has been advertised and the hearing has been set for the June Council meeting on June 26th.

President D. Pancoe wanted to note that she has received notice of a multi-modal grant with a July deadline and wanted to know if the Borough was interested and will be applying for that grant. Borough Manager G. Locke stated that he had previously researched that grant and as where there is not match to the grant all soft costs are paid for by the municipality such as engineering, design, legal and advertisements. The Borough is looking to apply for grants with Abington Township jointly to further improve the intersection at Washington Lane and Greenwood Avenue. The Borough is also looking to apply for the TA Set-Aside Grant with Abington Township and Cheltenham Township at the intersection of Washington Lane and Township Line Road.

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