



**BUILDING, ZONING, & REVITALIZATION COMMITTEE**  
**MEETING MINUTES**  
**March 20<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, Vice President R. Bunker, Solicitor N. Taylor-Smith, Borough Manager G. Locke, and Director of Finance R. Ware.

**Public Comment:** Christopher Vancleef, 110 Walnut Street, appeared before the committee to discuss his concerns with 108 Walnut Street. Mr. Vancleef stated that he has been living next to this property since 2011 and it has fallen into severe disrepair. Mr. Vancleef informed the committee that he has entered the property and has seen black mold in the basement and holes in the roof. He feels as though this property is a health hazard and needs to be addressed immediately. Mr. Vancleef has met with the realtor, who is selling the property for approximately \$140,000.

Borough Manager G. Locke informed Mr. Vancleef that the Borough has been notifying the owners of this property since the property fell into disrepair. In 2016, the property was bought by an LLC in Texas. The Borough has since tried to contact the owner by letters of the condition of the property. In September of 2015, the Borough wrote the first set of citations to which the property owners were unresponsive to and they went to warrant. The Borough recently issued a second set of citations asking the Judge for a hearing to request an administrative search warrant. Borough Manager G. Locke informed the committee and Mr. Vancleef that he has not heard back from the Judge on the citations yet and will keep them up to date with any progress on the property.

Pat Harte, 79 Runnymede Avenue, asked if the solicitors have knowledge of this property and will they be handling the issues.

Solicitor N. Taylor-Smith informed Ms. Harte that she had no previous knowledge of this property as she has only been with the firm since the beginning of 2016.

President D. Pancoe asked Borough Manager G. Locke what the involvement of the Solicitor has been to date on the 108 Walnut Street property.

Borough Manager G. Locke stated that the Borough has consulted with Solicitor S. Kilkenny previously on this property as the owner of the property was unable to be located before it was sold to the current owner.

Peggy Downs, 301 Runnymede Avenue, asked why the Borough has not gotten the Solicitor involved since this issue has been ongoing for years and is now a health hazard.

Vice President R. Bunker stated that this matter is a code violation to which Council feels as though is being handled appropriately.

Dave Downs, 301 Runnymede Avenue, asked if taxes were paid.

Laurie Durkin, 205 Runnymede Avenue, appeared before committee tonight to express her concern on the Residential Resale Use & Occupancy. Ms. Durkin stated that the item was originally discuss in October of last year and no action has been taken since then. Ms. Durkin feels that since there is a great concern on property maintenance she would like to see this Use & Occupancy moved more “expeditiously”. Also, Ms. Durkin would like Council to begin email blasting out their meetings and agendas, to help keep residents informed of matters that Borough Council is discussing.

Vice President R. Bunker believed that blasting the agenda is okay if residents know that the agenda that is blasted is a draft agenda. Vice President R. Bunker thought that they may be able to create an opt out list on email blasts that residents can opt out of if they do not want to read agendas.

Councilor J. Lugar stated that as where this is a good idea, she is afraid that the email blast will not allow for an opt out option. Councilor J. Lugar is also concerned that residents will feel spammed by the Borough and will not open them as often as the Borough would be sending out too many emails.

Fred Fellmeth, 240 Wyncote Road, appeared before committee to discuss property maintenance within the Borough. Mr. Fellmeth feels as though property maintenance is an issue in the Borough as many houses have fallen into disrepair. Mr. Fellmeth expressed that there are two houses on Wyncote Road alone that need property maintenance issues addressed as they are both vacant. Mr. Fellmeth was heartened to see that the Borough was looking to hire a full-time inspector and wanted to know what the cost of that would be. Mr. Fellmeth ended with stating that he feels the most important job Council has is protecting property values.

Vice President R. Bunker informed Mr. Fellmeth that the Borough was looking to hire a building / property maintenance inspector for \$65,000 a year and they had candidates apply, but eventually rescind their application for a variety of reasons.

### **Featured Items for Discussion**

- **Zoning Hearing Board – 501 Washington Lane** – Chairperson K. Farrell highlighted that the Zoning Hearing Board has a hearing scheduled for Thursday March 23<sup>rd</sup>. The application for 501 Washington Lane was submitted by Jim Glanzmann to request multiple variances from the Zoning Hearing Board to demolish the existing office building and re-purpose as additional vehicle display and storage lot for Glanzmann Subaru. This hearing took place on February 23<sup>rd</sup>, but a decision was not rendered at that meeting, which will be rendered this coming Thursday.
- **Zoning Hearing Board – 325 Highland Avenue** – Chairperson K. Farrell highlighted that the Zoning Hearing Board has a hearing scheduled for Thursday February 23<sup>rd</sup>. The application for 325 Highland Avenue, Jenkintown School District, to appear before Zoning Hearing Board. The Jenkintown School District has applied for a variance to allow.
- **Zoning Hearing Board – Open items** – Chairperson K. Farrell wanted to inform the committee of the possibility of an application for 610 York Road, for Faulkner Nissan, to appear before Zoning Hearing Board. Faulkner Nissan would like to store cars at 610 York Road. To date, an application before Zoning Hearing Board has not been received.

### **Action Items**

- **Change in Building Inspection Services** – Borough Manager G. Locke highlighted that the Borough has been advertising for a full-time building / property maintenance inspector since the beginning of the year. To date the Borough received two qualified candidates both which rescinded

their applications. One applicant wanted \$10,000 more, the other was not enthusiastic about handling property maintenance issues. Since then, the Borough has now decided to begin considering other building inspection firms, as the current situation is not working out. Borough Manager G. Locke highlighted that the Borough currently has a building inspector on site for five days from the hours of 8AM until 12PM. The Borough believes the best candidate is Sandra Cantrell-Edwards from Pennoni Associates. Due to Ms. Cantrell-Edwards' schedule she could be in the Borough two full days, which would be Tuesday and Thursday from 8AM until 4PM. Borough Manager G. Locke believes that Ms. Cantrell-Edwards is very qualified and believes she will be an asset to the Borough. Borough Manager G. Locke did inform the committee that the search for a full-time inspector will continue.

Chairperson K. Farrell made a motion, seconded by Vice President R. Bunker, sending the motion to change building inspection services to Pennoni Associates to full council.

Motion passed unanimously.

### **Items for Information**

- **Open Space Planning – 433 /435 Cedar Street** – Chairperson K. Farrell highlighted that the public planning meeting went very well and was well attended. Chairperson K. Farrell stated that the public gave a lot of input and ideas. The next step is a survey soliciting more public comment.
- **Gateway / Welcome Signs & 2040 Implementation Grant** – Chairperson K. Farrell highlighted that the grant was submitted for the 2040 Implementation Grant to develop the southern gateway and create Welcome Signs in that area. Chairperson K. Farrell wanted to thank everyone involved as it was a time crunch.
- **Property Maintenance Inspections** – Borough Manager G. Locke wanted the committee to know that the Borough is beginning the property maintenance inspections again. The Borough has made their rounds to the “frequent flyers” and have written fourteen letters to date. This notice is a thirty-day notice with a twenty-day written appeal. After thirty days, Borough Manager G. Locke stated that the Borough intends to cite the properties who have not complied.
- **Jenkintown Planning Commission Report** – No report.
- **Design Review Board – Open Items** – Councilor K. Farrell highlighted that there are still open items with the Design Review Board such as 206 Township Line Road, 249 Mather Road, and 207 West Avenue. Borough Manager G. Locke highlighted that the Design Review Board will be meeting tomorrow, March 21<sup>st</sup> to discuss 207 West Avenue and 249 Mather Road.
- **Court Hearing for 303 Runnymede Avenue** – Borough Manager G. Locke stated that the Borough went before Judge McHugh on February 15<sup>th</sup> which she stated that she would postpone the fine until August 16<sup>th</sup>. Judge McHugh informed the Borough to call if any further business activity takes place, and the hearing will be moved.
- **309 York Road Uptown Sign** – Borough Manager G. Locke stated that he was asked by Lindy Properties to bring their Uptown Sign Denial before committee. The sign was too large for the area, as each sign can be up to 30 sqft. After discussion, the committee wanted Borough Manager G. Locke to present the sign to the Planning Commission for their input and comments.

### **Ongoing Items**

- **Residential Resale Use & Occupancy** – Chairperson K. Farrell stated that a memo has been placed in Dropbox from Borough Manager G. Locke listing four items that he believes should be on the residential resale use & occupancy. These items include a notarized affidavit of the location

of smoke detectors, curb and sidewalk inspection, videotaping of the sewer lateral from the house to the main and four-inch reflective numbers indicating the street address of the property. Borough Manager G. Locke would like to model the ordinance for the lateral inspection off Cheltenham's lateral inspection ordinance.

Chairperson K. Farrell, Councilor M. Golden and Councilor J. Lugar were concerned on about the burden that the lateral inspection would put on the homeowners selling the property or the purchasers of the property.

Solicitor N. Taylor-Smith informed Council that a use & occupancy cannot be held up pending the fix of the lateral but that a temporary use & occupancy would be issued, allowing them twelve to eighteen months to fix the break unless it was an eminent issue.

Vice President R. Bunker wanted the committee to know that Cheltenham Township was originally required by the state to video all laterals within the Township and issue sixty day citations to property owners who's lateral needed to be fixed. Vice President R. Bunker believes that if this procedure is in place, they can inform the state that they are improving the sanitary sewer and will not have to be mandated by the state. Vice President R. Bunker also wanted the committee to know that lateral videoing and replacement will need to take place at some point.

Peggy Downs, 301 Runnymede Avenue, asked what would happen if the repair was created by a municipal problem.

Vice President R. Bunker responded by stating that the municipality would fix it.

After discussion, Solicitor N. Taylor-Smith was asked to draft an ordinance with all four inspection requirements and have it ready for discussion at the April Building Zoning & Revitalization Committee meeting.

- **Zoning Code Review** – Borough Manager G. Locke highlighted that the car storage ordinance is being written and that the Borough will be voting on the Medical Marijuana and Telecommunications ordinance in April. However, Borough Manager G. Locke believes that chapter 156 Streets and sidewalks needs updated as it was written in 1977 and most of the code is no longer applicable. Borough Manager G. Locke highlighted that he will begin working on the code with the Solicitors office and the Borough's Engineer.
- **Candidate Search – Full time Borough Building / Property Maintenance Inspector** – Borough Manager G. Locke stated that the search continues for a full time building / property maintenance inspector. The Borough had two applicants that appeared to be interested but after further discussion and personal reasons withdrew their applications.

**Adjournment:** On motion of Chairperson K. Farrell, seconded by Vice President R. Bunker, the motion adjourning the meeting passed unanimously.