



**BUILDING, ZONING, & REVITALIZATION COMMITTEE**  
**MEETING MINUTES**  
**September 19<sup>th</sup>, 2016**  
**7:30 p.m.**

**Call to Order:** Chairperson L. Durkin called the meeting to order.

**Attendance**

- **Committee members present:** Chairperson L. Durkin and Councilor C. Whitney.
- **Committee members absent:** Councilor T. Danilak, and Councilor M. Golden.
- **Others present:** President D. Pancoe, Councilor K. Farrell, Solicitor N. Taylor-Smith, Mayor E. Foley, Borough Manager G. Locke, Chief A. DiValentino, and Director of Finance R. Ware.

**Public Comment:** Chairperson L. Durkin, 205 Runnymede Avenue, read a statement that she prepared regarding 303 Runnymede Avenue and the zoning violations that have been taking place. Chairperson L. Durkin stated that Mr. Glass has operated his business, JC Glass Masonry, for a number of years from his place of residence at 443 Leedom Street in Jenkintown, which is Neighborhood Commercial Residential. However, in Late August, 2016, Mr. Glass moved his residence to 303 Runnymede Ave, which is B-1 Residence District. The B-1 Zoning District prohibits all business/commercial activity except "No Impact Home Based Business". After residents appeared before the Borough in concern of the situation, Borough Manager G. Locke surveyed and studied the circumstances and, on September 1, 2016, issued a letter of violation to both the renter and the owner. Chairperson L. Durkin would like to have Borough Manager G. Locke speak to this subject before allowing public comments. Borough Manager G. Locke stated that he has issued a zoning violation on September 1<sup>st</sup> 2016. After multiple complaints being received, Borough Manager G. Locke did assess the site from the public right of way and did see commercial equipment in the driveway. Borough Manager G. Locke did explain to the complainants the zoning procedures and that there is a 30-day appeal letter that has not expired yet. Borough Manager G. Locke has communicated with both the tenant and the owner, who have both expressed their intent to comply.

Jean Volpe, 302 Runnymede Avenue, wanted the committee to note that she has observed trucks going in and out of the premises and employees parking their cars on Runnymede Avenue for long periods of time. Ms. Volpe also wanted to note that items that should not be collected with the regular household trash are being collected on the regular trash day. Ms. Volpe wanted to mention that she watched Mr. Glass "shake hands" with the trash man as he took all the trash last Friday. Chairperson L. Durkin did want to state that it is expected that when a resident moves in that they may have more than the average amount of trash, however the trash company will take six cans or twelve bags. Borough Manager G. Locke received a complaint about the trash last Friday and called Matt Anderson, the Borough's trash representative from Republic. Matt stated that Mr. Glass spoke with him explaining that he had just moved into the residence and asked that he takes everything as not to have it be an eyesore for the neighbors.

Joanne Everett, 304 Runnymede Avenue, spoke before Committee to reiterate what Ms. Volpe said about the trash. Ms. Everett, stated that she did not get close enough to see what kind of trash it was but it was a large amount and not all household trash. Chairperson L. Durkin informed both Ms. Everett and Ms. Volpe that the Borough will be keeping an eye on the amount and type of trash that Mr. Glass is putting out on the curb on the household collection days.

Peggy Downs, 301 Runnymede Avenue, wanted to thank Borough Manager G. Locke for all his efforts in maintaining the integrity of a residential neighborhood. Ms. Downs does not disagree that moving the items so they cannot be seen from the public right of way is a bad thing, but how is the borough going to monitor how the business has been relocated from the property. Borough Manager G. Locke replied to Ms. Downs in that the code states that the resident cannot have an outside appearance of a business, so that is what he will be looking for. Ms. Downs also wanted to know if there is a requirement for contractors to change their address, and if so when must the business license be changed? Borough Manager G. Locke responded saying that the Borough has reached out to Jim Hunt from Berkheimer Associates about updating addresses for properties. Mr. Hunt informed the Borough that there is no specific time frame to which a business needs to update their address. Also discussed was the option of having his home address as his business for billing purposes; keep equipment elsewhere. This would be allowed as long as the substance of the business is not stored there. Solicitor N. Taylor-Smith stated that if you would like to follow up on your complaints with video you can, but it cannot have sound as that is illegal in the state of Pennsylvania.

Glenn Morris, 603 Rodman Avenue, wanted clarification on the use of video without sound. Solicitor N. Taylor-Smith stated that it is illegal to record someone with sound without their knowledge and consent.

Roger Gee, 300 Runnymede Avenue, wanted to discuss the truck that is parked in the driveway. Mr. Gee assumes that Mr. Glass is loading and unloading this truck with the commercial equipment. Chairperson L. Durkin stated that the truck itself is not a zoning violation it's the possibility of the loading and unloading of equipment.

Dave Downs, 301 Runnymede Avenue, wanted to clarify if the Borough will be having a meeting with the tenant and the owner to discuss the violation. Borough Manager G. Locke stated that the Borough will be having a meeting with the tenant tomorrow, Tuesday September 20<sup>th</sup>.

Christine Glass, 303 Runnymede Avenue, spoke on behalf of herself and her husband Joe Glass. The property owner, Mr. Reiley, reached out to the Glass' in May as he needed some concrete work completed. It was noticed while Mr. Glass was doing the work that the house was vacant and had been up for sale for quite some time. Christine & Joe Glass plan on purchasing the home, however, for now they are just renters. Ms. Glass invites anyone who should have any questions or concerns to knock on her door and talk with her, she will gladly answer them. Ms. Glass also wants to confirm that they will not be running their business out of their home at 303 Runnymede Avenue. They will be moving all of the construction "commercial" business material to their shop located in Willow Grove once room is made available. Ms. Glass wants to point out that as the days have passed the items have been removed from the property at 303 Runnymede Avenue.

Wendy Hopp, 505 Runnymede Avenue, asked what would happen if the work is not halted after October 1<sup>st</sup>? Borough Manager G. Locke stated that the Borough has the right to write citations if the violation has not stopped. Ms. Hopp also wanted to note that the license plate does not match the trucks description. Police Chief A. DiValentino stated that the Police Department would look into it.

Andrew Smith, 200 Hillside Avenue, the best course of action from a neighbor's prospective is to take "vigilance" in that they can take videos without sound and pictures of the site to show that the business has not been halted.

Chairperson L. Durkin wanted to inform all the residents that they will continue to review and assess the property so that the Borough can be fully assured that the business has been halted and the residence will remain a residential neighborhood. Chairperson L. Durkin thanked all of the residents for expressing their concerns and they will continue to monitor the situation and keep all residents informed.

Glenn Morris, of the Planning Commission, wanted to highlight that a resident was upset that the doors were not unlocked for tonight's Planning Commission meeting. Mr. Morris highlighted that there was no meeting as they did not have an agenda to meet on but wanted to express the resident's dissatisfaction in regards to not being able to get in.

## Featured Items for Discussion

- **303 Runnymede Avenue** – Discussed during Public Comment.
- **Jenkintown Planning Commission Report** – No report at this time.
- **Dead Tress on York Road** – Chairperson L. Durkin stated that there are a lot of dead trees where the Borough received the streetscape grant a few years prior and understands that it is the responsibility of the property owner to maintain the trees but wants to look at changing that code so that the Borough may maintain and replace these trees to continue to have a beautiful tree lined road. President D. Pancoe likes the idea, however wants to further research the cost and legal ramifications on maintaining trees on private properties.
- **Glanzmann Agreements** – Borough Manager G. Locke stated that the side agreements were placed in Dropbox. Borough Manager G. Locke has written the particulars out for the building inspector to review and follow up on. Enforcement on these agreements cannot take place until November 1<sup>st</sup> of this year. Borough Manager G. Locke has not met with Glanzmann Subaru regarding the side agreements since the escrow has been put in place, however, he has continually monitored the properties and overhalf of the required items have been completed.
- **2035 Comprehensive Plan Update** – Chairperson L. Durkin stated that the Steering Committee is at a crossroad at this point as she believes they are to the point of recommendations of implanting the 2035 plan. Chairperson L. Durkin would like to hold further discussion during next month's meeting.
- **Borough-wide plan for sidewalk/curbs** – Chairperson L. Durkin wanted to ask Borough Manager G. Locke to complete an analysis of the Borough's plan for sidewalk and curb replacement. Chairperson L. Durkin stated that the current plan is to have residents replace their curbs and sidewalks when their street is paved, but Chairperson L. Durkin wanted to have a more comprehensive plan for all of the Borough including the state roads. Chairperson L. Durkin wants to know how long it will take for whole Borough to complete a curb and sidewalk replacement. Chairperson L. Durkin wants to make sure those properties on state roads will be included in the Borough's curb and sidewalk plan even though the Borough will not be paving their streets.
- **Zoning Code Update** – Chairperson L. Durkin would like to have the county planners do a comprehensive zoning code update. Chairperson L. Durkin would like to discuss this further next month but wanted to start the general discussion to make it aware that they will be beginning this task shortly. Borough Manager G. Locke has started an analysis and it has been placed in Dropbox, however strongly suggests engaging the Solicitors office when beginning this process to help reduce review time. Borough Manager G. Locke wanted to note that the Borough has money in the budget to allow for this review.
- **Occupancy survey ordinance when residence sells** – Chairperson L. Durkin wanted to retouch on this topic from last month. Last month, Borough Manager G. Locke discussed a few things that he believed were important such as smoke detectors, lateral inspections, sidewalk inspections and so forth, Chairperson L. Durkin just wanted a progress update on the possibility of the Borough implementing this ordinance. Borough Manager G. Locke will be putting the four things he believes are most important for a residential resale inspection into a draft for next meeting,

## Ongoing Items

- **101 York Road Land Development** – Borough Manager G. Locke stated that Glanzmann Subaru has been working with Natasha Taylor-Smith from our Solicitor's office to set up the escrow for 101 York Road. As of this week, the escrow has been placed and they are beginning to move forward.
- **2015 Paving Project – Required Concrete Repairs** – Borough Manager G. Locke stated that there are two residents still left on the 2015 curb and sidewalk program. One resident has reached out to Borough Manager G. Locke and stated that the contractor will be completing the work next week. All other repairs for this program have been completed.
- **Inside Out Art Program** – Chairperson L. Durkin wanted to highlight that Inside Out Art Program is still throughout the Borough and will continue through late October. She highly suggests both residents and staff alike view the paintings.
- **Borough Gateway Welcome Sign** – Borough Manager G. Locke stated that the Borough Engineer developed three gateway signs as well as the Planning Commission designed a sign. A majority of the Planning Commission liked Joe Hentz's design more than the Engineered design. The Borough is now waiting for an architecturally drawn design from Jim Rose and Joe Hentz that can be given to the Engineer for review.
- **TCDI Grant Opportunity** – Chairperson L. Durkin stated that the Delaware Valley Regional Planning Commission opened a Transportation and Community Development Initiative, TCDI, which is a grant used to study traffic calming implementation. This grant is a planning grant with a 20% match, not an engineering grant. The maximum the Borough could receive is \$100,000. The Borough applied for this grant for a traffic calming study of York Road. The 2016 Borough application has not yet been approved.

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