



**BUILDING, ZONING, & REVITALIZATION COMMITTEE**  
**MEETING MINUTES**  
**January 16<sup>th</sup>, 2019**  
**7:30 p.m.**

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

**Attendance:**

- **Committee members present:** Vice President R. Bunker, Chairperson K. Farrell, Councilor A. MacHaffie and Councilor M. Golden.
- **Committee member absent:** Councilor D. Ballard, Councilor J. Lugar and Councilor C. Soltysiak.
- **Others present:** Borough Manager G. Locke, Police Chief A. DiValentino, Mayor A. Dobbs, Finance Director R. Ware and Fire Marshal K. Lynch.

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

**Reports**

- **Jenkintown Planning Commission Report** – No written report, as the Planning Commission met in the evening yesterday, January 15<sup>th</sup>. Borough Manager G. Locke noted that the Planning Commission has begun discussing the 2035 Comprehensive Plan implementation process. Borough Manager G. Locke noted that County Planner M. Bice will be in attendance next meeting. Additionally, the Planning Commission has begun the Zoning and SALDO code review.
- **Building Department** – Borough Manager G. Locke noted that the Borough issued the interior demo permit for 610 Summit Avenue. The exterior Demolition permit review has been completed with five remaining items. We anticipate issuing the exterior demolition before then end of January. Building plans have been received and will be reviewed within the required time frame. Additionally, Borough Manager G. Locke noted that the Borough is looking to recognize Salem Baptist Church. The Borough has reached out to Salem Baptist Church and Reverend Marshal Mitchell and is hopeful this event will take place prior to the demolition of the building.

Additionally, Borough Manager G. Locke highlighted the Conditional Use hearing for 400 York Road has been set for next, Wednesday, January 23<sup>rd</sup> at 7:30 PM. Applicant is looking to add six apartments to the second and third story. Borough Manager G. Locke noted that the Planning Commission is in favor of the project and has one recommendation to see a small seating area outside 400 York Road.

Finally, Borough Manager G. Locke noted that the Applicant for 169 Greenwood was considering filing a permit to construct a ground level parking lot for the existing building tenants, however as of today believes that he may want to go before Zoning Hearing Board for the apartment building. Borough Manager G. Locke will keep the committee apprised of the status of this project.

## New Business

- **Current Development and Potential Projects** – Chairperson K. Farrell highlighted that 93 York Road, has received requested Zoning relief from the Zoning Hearing Board on Thursday, September 27th. Next step for this project will be the filing of a “Conditional Use” application that will be heard before Borough Council. The Borough has not received the Conditional Use application at the time of this report.
- **DCED Keystone Partnership Grant** – Chairperson K. Farrell highlighted that award announcements expected in late January. If awarded, the funds will be used for demolition of structures at 433/435 Cedar Street for the Cedar Street Parklet.
- **2018 Paving Project** – Chairperson K. Farrell noted that the project has been completed. There is two remaining properties who have not yet complied. One resident has registered their intent to comply with the required concrete patch repairs and the second resident has filed for a permit and placed in writing that they will comply as weather allows.
- **2016/2017 CDBG HC Ramp Project** – Chairperson K. Farrell noted that this project is also substantially. Grant contract closeout has begun and is 95% completed.
- **Handicap curb cut ramps installed on York Road** – Chairperson K. Farrell noted that PennDOT’s subcontractor, RoadCon, has removed the six handicap ramps along York Road. President D. Pancoe noted that she would like to see crosswalk striping along Summit Avenue at York Road to note the handicap ramp crossing Summit Avenue.
- **Resolution #2019-1 Proclamation of safety digging month: motion to full council** – Chairperson K. Farrell highlighted that the Resolution is on behalf of 811 PA One-Call. 811 PA One-Call is important to minimize the damage to underground utility lines, danger to workers, environmental pollution, and the loss of utility services. Vice President R. Bunker made a motion, seconded by Councilor M. Golden to move Resolution #2019-1 to full Council. Motion passed unanimously.
- **2019 Paving Project** – Chairperson K. Farrell noted that the roads included on the paving program include Highland Avenue (West to Hillside), Walnut Street (West to Greenwood) and Cedar Street (Willow to Summit). Project Announcement letters have been sent to these residences. Concrete markings will be taking place after Martin Luther King Jr. Day
- **Ordinance #2019-2 Car Storage Ordinance: motion to full Council** – Chairperson K. Farrell highlighted that the Ordinance is the updated car storage Ordinance that the Borough begin drafting in 2017. Borough Manager G. Locke noted that Council was favorable to adding wording for natural screening and buffers. Chairperson K. Farrell made a motion, seconded by Councilor M. Golden to move Ordinance #2019-2 1 to full Council for advertisement. Motion passed unanimously.

Chairperson K. Farrell noted that Emily Wicks is stepping down from the Planning Commission and that Lucinda Bartley has expressed interest in the Planning Commission. Chairperson K. Farrell would like to bring this appointment before Council. Councilor M. Golden asked if the vacancy should be “blasted.” Chairperson K. Farrell noted that the vacancies were blasted last

year and are going off of the list that was created during those interviews and interested candidates.

Chairperson K. Farrell also highlighted that JCA was looking to repurpose the snowflake decorations that were purchased in years prior. Chairperson K. Farrell noted that to rewire the snowflakes it would cost approximately \$300 each to rewire. Currently, the JCA is looking to buy new snowflakes approximately 4-5 feet in width to line the gazebo. JCA would purchase 7-8 snowflakes for \$375 each. These snowflakes would be hung around the gazebo roof.

Additionally, Chairperson K. Farrell noted while on the topic of JCA sprucing up town square, JCA would like to keep the mini message gazebo current with up to date flyers and events. Chairperson K. Farrell noted that the JCA will be working with the Borough and the Public Works Department to keep the mini message gazebo populated with current, up to date flyers.

Finally, Chairperson K. Farrell noted that she has been hearing feedback regarding the Farmers Market held every summer. Chairperson K. Farrell noted that the local businesses in town stated that it is not cost effective for local businesses. Chairperson K. Farrell wants to revisit the farmers market agreement. Vice President R. Bunker would like to have the chair of the farmers market, Stephanie Berardi, attend the next Administration & Finance committee.

Councilor M. Golden would like the Borough to begin looking into grants to revitalize the train station area, whether it be a CDBG, TCDI or DVRPC grant. Additionally, Councilor M. Golden noted that the RCAP grant is opening again and would like to discuss the possibility of a parking structure with the Borough's RFI. Borough Manager G. Locke noted that the RCAP grant is due January 31<sup>st</sup> and there is a \$500 per project application fee. Currently, the Borough is seeking to use RCAP funds to relocate Borough Hall.

Finally, Councilor M. Golden noted that he has begun the research into a loan fund for home improvement repairs. Once more information is received, he will report it to the committee.

## **Ongoing Business**

- **Accessibility Improvements at Jenkintown/Wyncote Train Station** - Chairperson K. Farrell stated that letters previously sent by Borough and Planning Commission can be found in the packet.

Mayor A. Dobbs does not want to see the station fall into disrepair as it is a historic building and would like the Borough to voice their concerns regarding the historic building. Chairperson K. Farrell noted that she felt the same, however this ADA project would be continuing. President D. Pancoe does believe that the project will create adverse effects on the building, since it will no longer be of use, President D. Pancoe noted that she will craft a letter that will be sent on behalf of Jenkintown Borough. Once drafted, President D. Pancoe will distribute.

President D. Pancoe would like to see a small parking structure be built down by the train station as parking is greatly needed. President D. Pancoe noted that in years past, SEPTA wanted to construct a seven-story parking structure but believes that is too much. Vice President R. Bunker noted that he agrees that seven stories are rather large and would not be opposed to a four story parking structure for the train station.

Chairperson K. Farrell noted that while driving through Plymouth Township she noticed signs along the stop signs that stated “complete stops free, rolling stops \$111.” Chairperson K. Farrell asked Police Chief A. DiValentino if it would be possible to see a few of these signs around town. Police Chief A. DiValentino noted that they can design and install a few signs to see if it would be helpful.

- **2017 2040 Implementation Grant** - Chairperson K. Farrell stated that the 2017 2040 Implementation Grant was awarded in the amount of \$79,000 and private donation by Glanzmann contributed \$10,000 for Southern Gateway, York Road. Project has been advertised for construction bid. Pre-bid meeting to take place on Friday January 25th. Construction is intended to be completed by April 30<sup>th</sup>.
- **2016 Green Light Go Grant (PennDOT) was awarded in the amount of \$90,000 for Traffic light improvements** – Chairperson K. Farrell stated that PennDOT is still working on completing the contracts.
- **Greenwood and West Avenue Concrete compliance update** – Chairperson K. Farrell noted that one property remains to be addressed on West Avenue. That property has two (2) sidewalk blocks to repair. These two portions of roadways were not paved and compliance was much more time consuming to gain compliance.
- **RFI - Borough Property Development Proposals** – Chairperson K. Farrell noted the Borough entered into a contract with the Redevelopment Authority to manage the possible sale of Borough property. Proposals have been delivered to RDA. A meeting is being arranged with the RDA and members of the RFI sub-committee. No other updates at this time. President D. Pancoe noted that there will be a redevelopment meeting held tomorrow, January 17<sup>th</sup>, at Borough Hall at 8am.
- **Verizon Utility Pole Removal – Update** – Chairperson K. Farrell highlighted on Wednesday, November 14, PECO’s subcontractor began removing poles from this project. Measures are still being taken by PW to temporarily restore the areas of disturbance left by PECO/Verizon that are a threat to life safety. These costs are being documented so reimbursement can be sought.
- **2017 CFA Multi-Modal Grant – Update** – Chairperson K. Farrell noted that the Borough has signed to accept the grant funding that was awarded through the multi-municipal application filed jointly with Abington Township. The award is for \$1,000,000 to fund the improvement to the intersection of Washington Lane and Greenwood Avenue and includes new traffic controls, HC Accessible curb cuts, storm water inlets/piping, sidewalk and curb.

**Adjournment:** On motion of Councilor J. Lugar, seconded by Vice President R. Bunker, the motion adjourning the meeting passed unanimously.