

*Cheltenham Township, believing that public input is appropriate on any items coming before the Commissioners, will recognize any citizen wishing to address a specific item prior to the vote on that issue. In order to be recognized, please raise your hand.*



**AGENDA**  
**COMMISSIONERS' MEETING**  
**Wednesday, December 17, 2014**  
**Curtis Hall**  
**7:30 p.m.**

1. Pledge of Allegiance.
2. Roll Call.
3. Approval of the Board of Commissioners' Regular Meeting Minutes dated November 19, 2014.
4. Acceptance of the Executive Summary Financial Report of the Manager/Secretary for the month of November, 2014.
5. Acceptance of the Accounts Paid Report for the month of November, 2014.
6. Adoption and Presentation of a Resolution recognizing Art Haywood for his tenure as a Township Commissioner.
7. Presentation of a Certificate and Pin to Louis Cichon for 20-years of service as an employee with the Public Works Department.
8. Presentation of a Resolution to Carmen Reitano recognizing his retirement after 11-years as an employee with the Planning and Zoning Department.
9. Presentation of a Resolution to Richard Parkes recognizing his retirement after 10-years as an employee with the Planning and Zoning Department.
10. Presentation of Certificates honoring the following volunteers:
  - 10 Years: Robert Armstrong, Elkins Park Fire Company  
Darren Harrison, Elkins Park Fire Company  
John Mulligan, La Mott Fire Company
  - 20 Years: Richard Kass, Sr., Glenside Fire Company  
Joseph Stuckert, Glenside Fire Company
11. Presentation of "Making a Difference in Cheltenham" Awards to the following organizations:

Salem Baptist Church of Jenkintown  
Klein Senior Center at Congregation Adath Jeshurun

12. Presentation of a Resolution to the Cheltenham Adult School honoring its 75<sup>th</sup> Anniversary.
13. Presentation of a Community Service Award to Devin Dunbar for attaining the rank of Eagle Scout.
14. **PUBLIC HEARING**: To consider and potentially vote to adopt: (1) an Ordinance amending the Cheltenham Township Zoning Code by adding a new Zoning District entitled R3-A and enacting required area and bulk regulations, and amending Article XXIV- Preservation Overlay District; and (2) an Ordinance amending the Official Zoning Map of Cheltenham Township by changing the zoning classification of a certain parcel of land from the R3 Residential District to R3-A Residential District (see attached).
15. **PUBLIC HEARING**: To receive any and all comments and suggestions from the public regarding the Preliminary Operating, Capital and Liquid Fuels Budgets for 2015 pursuant to Section 1205(d) of the Home Rule Charter.
16. Review and acceptance of the Public Works Committee Regular Meeting Minutes dated December 10, 2014:
  - a. Approve a Professional Services Contract for the evaluation and design of repairs to the Tookany Creek Parkway Bridge over Tookany Creek.
  - b. Approve a Sanitary Sewer Administrative Policy.
  - c. Approval of a Professional Services Contract for the Elkins Park West Streetscape and Traffic Enhancement Project.
  - d. Approval of a Professional Services Contract Code Enforcement Services.
  - e. Authorize the execution of a Consent Assessment of Civil Penalty (“CAP”) Agreement between the Pennsylvania Department of Environmental Protection (“DEP”) and the Township.
17. Review and acceptance of the Public Safety Committee Regular Meeting Minutes dated December 3, 2014:
  - a. Adoption of an Ordinance amending Chapter 285 of the Code, thereof, entitled “Vehicles and Traffic”.
  - b. Adoption of an Ordinance Repealing a section of the Code, Chapter 143, entitled “Firearms”.
  - c. Authorize the Township Solicitor to file an Amicus Brief opposing House Bill 80.
  - d. Adoption of a Resolution designating an agent to authorize and execute all documents related to the Hazard Mitigation Grant Program.
18. Review and acceptance of the Public Affairs Committee Regular Meeting Minutes dated December 3, 2014:
  - a. Adoption of a Social Media/Facebook Policy for the Township’s official Facebook Page.

19. Review and acceptance of the Building and Zoning Committee Regular Meeting Minutes dated December 3 2014.
20. Review and acceptance of the Finance Committee Regular Meeting Minutes dated December 10, 2014:
  - a. Adoption of an Ordinance modifying Healthcare Insurance Benefits and Post-Retirement Healthcare Insurance Benefits for Commissioners.
  - b. Award of a Five-Year Contract for the Township's Solid Waste Disposal.
  - c. Adoption of an Ordinance approving the Operating Budget and setting the Tax Rate for the year 2015 (see attached).
  - d. Adoption of an Ordinance approving the 2015 Capital Budget (see attached).
  - e. Adoption of the 2015 Liquid Fuels Budget by Resolution.
  - f. Appointment of Assistant Controller Sherrie Jakeman as Deputy Tax Collector in accordance with Pennsylvania House Hill 1590 requiring the appointment of a Deputy Tax Collector.
21. Old Business.
22. New Business.
  - a. Acceptance of the Terms and Conditions of the Memorandum of Understanding amending the Collective Bargaining Agreement with the Teamsters Union Local 115 dated December 10, 2014 as ratified by its membership for the years 2015 through 2016.
23. Citizens' Forum.
24. Adjournment.



\_\_\_\_\_  
Bryan T. Havir  
Township Manager

11/11/14

**CHELTENHAM TOWNSHIP**

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AMENDING THE CODE OF THE TOWNSHIP OF CHELTENHAM, CHAPTER 295, THEREOF, ENTITLED "ZONING" BY ADDING A NEW ZONING DISTRICT ENTITLED R3-A AND ENACTING REQUIRED AREA AND BULK REGULATIONS; AND AMENDING ARTICLE XXIV PRESERVATION OVERLAY DISTRICT.**

**SECTION 1.** Chapter 295, entitled "Zoning", is hereby amended by adding a new Article XXXV, entitled R3-A Residence District, §295-255 to read as follows:

**§295-255. Applicable regulations.**

In the R3-A District, the regulations contained in this article shall apply. The purpose of this Article is to recognize and address the particular difficulties of properties which lie within two municipalities with varying zoning district requirements, and to develop regulations that allow for a coordinated development plan.

**§295-256. Use regulations.**

A building may be erected, altered or used and a lot or premises may be used for any of the following purposes and for no other:

- A. Single-family detached dwelling
- B. Accessory use on the same lot and customarily incidental to any of the foregoing permitted uses. The term "accessory use" shall not include an office for the conduct of business or any commercial enterprise but shall include:
  - (1) Private garage for use of the occupants.
  - (2) No-impact home-based business, as defined in the Pennsylvania Municipalities Planning Code.
  - (3) A private swimming pool for the use of the occupants.
  - (4) A satellite earth station for the use of the occupants, provided that such satellite earth station complies with the requirements set forth in Article XXIX.
  - (5) A greenhouse, garden area, or accessory maintenance building.

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- C. Signs when erected and maintained in accordance with the provisions of Article XXV hereof and other applicable Township ordinances.

**§295-257. Lot area and lot width.**

- A. A lot area of not less than 8,500 square feet and a lot width of not less than 70 feet at the street line and extending of that width from the street line to the depth of the rear yard shall be provided for every principal building hereafter erected, altered or used in this district.

**§295-258. Lot Coverage.**

- A. The building coverage shall not exceed 30% of the lot area.
- B. The impervious coverage shall not exceed 50% of the lot area.

**§295-259. Yard regulations.**

- A. Front yard.
  - (1) There shall be a front yard, the depth of which shall be at least 25 feet.
  - (2) In the case of a corner lot, a front yard as provided for in Subsection A.(1) shall be required for each street on which the lot abuts.
- B. Side yards.
  - (1) In the case of a single-family detached dwelling, there shall be two side yards, each having a width of at least 10 feet.
- C. Rear yard. There shall be a rear yard, the depth of which shall be at least 25 feet.

**§295-260 Building height.**

- A. The height of any principal building shall not exceed three stories, and may in no case exceed 35 feet in height.
- B. The height of any accessory building or structure shall not exceed one story or 16 feet in height.

**§295-261 Special Regulations**

- A. Density. In an R3-A Residential District the number of units per acre shall not exceed 1.9 over the entire tract area within Cheltenham Township, excluding the ultimate right

of way of any existing public streets. In addition, one existing building per tract may be adaptively reused as one dwelling unit.

- B. No new building shall be located within 50 feet of the ultimate right of way of a state highway. Existing trees and shrubbery, walls, fences and other structures within such required 50 foot buffer shall be retained and perpetually maintained in accordance with a maintenance and operations plan to be approved as a part of any development of the property; and existing trees and shrubbery, walls, fences and other structures within the ultimate right of way shall be retained and perpetually maintained in accordance with a maintenance and operations plan to be approved as part of any development of the property
- C. No new road, driveway or building shall be located closer than 50 feet to an existing residential lot on any property within a zoning district other than R3-A.
- D. Pedestrian circulation shall be provided throughout the tract. Trail and sidewalk interconnection shall be provided to trails and sidewalks on adjoining properties both within Cheltenham Township and other surrounding municipalities. All trails and sidewalks shall be open to the public.

**§295-262 Architectural Guidelines**

- A. All buildings shall be designed with a single unifying architectural theme which shall reflect and enhance the visual and historic character of the area, both within Cheltenham Township and other surrounding municipalities.
- B. The use of dormers, cupolas, bay windows, offsets, chimneys, balconies, and other architectural details is encouraged and shall be included where appropriate.
- C. Exterior wall and detail materials are to be brick, stone (natural or manmade), stucco, wood or other approved materials on at least 50% of all building facades. Blank or windowless walls are not permitted. Building facades which face residentially zoned properties or properties with a predominately residential character shall be designed to complement those uses.
- D. As part of any land development application, the applicant shall provide architectural renderings of all proposed buildings along with samples of the actual materials to be used. The applicant shall also provide graphic representations showing the relationship between the proposed development and structures in the surrounding area.

**SECTION 2.** Chapter 295 entitled “Zoning”, Article XXIV Preservation Overlay District, §295-187 B. is hereby amended to read as follows:

**§295-187. District Established.**

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B. Notwithstanding the foregoing, multiple-dwelling housing for the elderly projects, and the R3-A District (only if the tract under development under single and separate ownership extends into another municipality), are exempt from the requirements of this Article.

**SECTION 3.** Nothing in this Ordinance or in the Code of the Township of Cheltenham shall be construed to affect any suit or proceedings in any Court, any rights acquired or liability incurred, any permit issued or any cause or causes of action existing under the said Code prior to the adoption of this amendment.

**SECTION 4.** In all other respects, the Code of the Township of Cheltenham, Chapter 295, entitled "Zoning" is hereby ratified and reaffirmed except where the same is inconsistent with the provisions contained in this Ordinance.

**SECTION 5.** The provisions of this Ordinance are severable, and if any section, sentence, clause, part or provision thereof shall be held illegal, invalid or unconstitutional by any Court of competent jurisdiction, such decision of this court shall not effect or impair the remaining sections, sentences, clauses, parts or provisions of this Ordinance. It is hereby declared to be the intent of the Cheltenham Township Board of Commissioners that this Ordinance would have been adopted if such legal, invalid or unconstitutional section, sentence, clause, part or provisions had not been included herein.

**SECTION 6.** This Ordinance shall take effect and be in force from and after it is approved as required by law.

ENACTED into an ORDINANCE this \_\_\_\_\_ day of \_\_\_\_\_ 2014.

TOWNSHIP OF CHELTENHAM  
BOARD OF COMMISSIONERS

BY: \_\_\_\_\_  
Harvey Portner, President

ATTEST:

\_\_\_\_\_  
Bryan Havir, Cheltenham Township Manager/Secretary

**ORDINANCE NO. \_\_\_\_**

**AN ORDINANCE AMENDING THE ZONING MAP OF THE TOWNSHIP OF CHELTENHAM, ATTACHED TO AND INCORPORATED IN CHAPTER 295, SECTION 4, OF THE CHELTENHAM TOWNSHIP CODE, BY CHANGING THE ZONING CLASSIFICATION OF A CERTAIN PARCEL OF LAND FROM THE R3 RESIDENTIAL DISTRICT TO R3-A RESIDENTIAL DISTRICT**

**THE BOARD OF COMMISSIONERS OF CHELTENHAM TOWNSHIP, MONTGOMERY COUNTY, DO HEREBY ENACT AND ORDAIN:**

**Section 1:** That Chapter 295, Section 4, Zoning Map of Cheltenham Township, shall be amended to change the hereafter described tract of land presently zoned R3 Residential District to the R3-A Residential District.

All that certain tract or parcel of ground situate in Cheltenham Township, Montgomery County, PA described as follows:

**BEGINNING** at a concrete monument set on Township line dividing Cheltenham and Springfield Townships and being set on the westerly side of Willow Grove Avenue, said monument being set South 35 degrees 03 minutes 56 seconds West 20.57 feet from a concrete monument set on the westerly side of Willow Grove Avenue marking a corner of lands of David Lloyd and now or formerly Michael F. Harkins; thence leaving said point of beginning and along said right of way the following five courses and distances to wit:

1. South 02 degrees 01 minutes 50 seconds West 78.36 feet to a point,
2. By a curved line curving to the left having a radius of 512.40 feet and an arc length of 5.32 feet to a point,
3. South 03 degrees 12 minutes 07 seconds West 223.91 feet to a point,
4. By a curved line curving to the right having a radius of 1583.50 feet and an arc length of 324.60 feet to a point,
5. South 14 degrees 56 minutes 48 seconds West 161.03 feet to a point thence leaving said right of way and crossing to title line in said Willow Grove Avenue South 55 degrees 03 minutes 18 seconds East 17.89 feet to a point in the bed of said road thence along said road South 12 degrees 33 minutes 42 seconds West 651.57 feet to a point thence leaving said road and along various lots in the Laverock Manor Subdivision North 55 degrees 00 minutes 39 seconds West 651.41 feet to a concrete monument set on the aforementioned township line thence along said township line North 36 degrees 07 minutes 55 seconds West, crossing a water line easement and a driveway easement, 1306.43 feet to a concrete monument being the first mentioned point and place of beginning.

**CONTAINING:** 10.556 Acres

Such property is also known as Cheltenham Township, Parcel Numbers 31-00-29050-007, 31-00-29053-004, 31-00-29056-019, and 31-00-29056-001.

10-30-14

**Section 2:** That the proper officers of the Township of Cheltenham shall be directed to amend the Zoning Map of Cheltenham Township in accordance with this ordinance.

ENACTED AND ORDAINED THIS \_\_\_\_ day of \_\_\_\_, 2014.

BOARD OF COMMISSIONERS  
OF CHELTENHAM TOWNSHIP

By: \_\_\_\_\_  
Harvey Portner, President

ATTEST:

\_\_\_\_\_  
Bryan Havis, Cheltenham Township Manager/Secretary

**CHELTENHAM TOWNSHIP**

**ORDINANCE NO. -**

AN ORDINANCE OF THE TOWNSHIP OF CHELTENHAM, COUNTY OF MONTGOMERY, OF THE COMMONWEALTH OF PENNSYLVANIA, FIXING THE TAX RATE FOR THE YEAR 2015 AND APPROPRIATING THE SPECIFIC SUMS ESTIMATED TO BE REQUIRED FOR THE SPECIFIC PURPOSE OF THE TOWNSHIP GOVERNMENT HEREINAFTER SET FORTH, DURING THE CURRENT FISCAL YEAR.

BE IT ORDAINED AND ENACTED, and it is hereby ordained and enacted by the Board of Commissioners of the Township of Cheltenham, County of Montgomery, Pennsylvania.

SECTION 1. That a tax be and the same is hereby levied on all real property within the said Township subject to taxation for Township purposes for the fiscal year 2015, as follows:

Tax Rate for General Purposes, the sum of 2.4179 mills on each one thousand dollars of assessed valuation.

For Debt Purposes, the sum of 1.8257 mills on each one thousand dollars of assessed valuation.

For Fire Protection purposes, the sum of .7321 mills on each one thousand dollars of assessed valuation.

For Parks and Recreation purposes, the sum of 1.0822 mills on each one thousand dollars of assessed valuation.

For Library purposes, the sum of .8267 mills on each one thousand dollars of assessed valuation.

For Ambulance purposes, the sum of .5000 mills on each one thousand dollars of assessed valuation.

For Pension purposes, the sum of .5000 mills on each one thousand dollars of assessed valuation.

The same being summarized in tabular form as follows:

<b>Purpose</b>	<b>Mills</b>
Tax Rate for General purposes	2.4179
Tax Rate for Debt purposes	1.8257
Tax Rate for Fire purposes	.7321
Tax Rate for Parks and Recreation purposes	1.0822
Tax Rate for Library purposes	.8267
Tax Rate for Ambulance purposes	.5000
Tax Rate for Pensions	<u>.5000</u>
TOTAL	<u>7.8846</u>

SECTION 2. That for the expenses of the Township for the fiscal year 2015, the following amounts are hereby appropriated from the revenues available for the current year for the specific purposes set forth below, which amounts are more fully itemized in the Budget Form.

**GENERAL OPERATING FUND  
SUMMARY OF ESTIMATED RECEIPTS**

Receipts from Taxes	\$21,808,497
Other Revenue Receipts	<u>\$19,587,286</u>
 TOTAL Estimated Fund Balance and Revenue	 <u>\$41,395,783</u>

**SUMMARY OF APPROPRIATIONS**

	<u>Operation Maintenance</u>	<u>Capital Outlay</u>	<u>Total</u>
<u>General Government:</u>			
Administration	\$1,623,901		\$1,623,901
Treasurer and Tax Collector	115,468		115,468
Township Buildings	<u>304,440</u>		<u>304,440</u>
	\$2,043,809		\$2,043,809

SUMMARY OF APPROPRIATIONS (continued)

Protection to Person & Property:		
Police	\$ 9,094,447	\$ 9,094,447
Fire	1,370,744	1,370,744
Building -		
Regulations and Zoning	<u>504,574</u>	<u>504,574</u>
	\$10,969,765	\$10,969,765
Health and Sanitation:		
Emergency Medical Service	\$ 1,100,000	\$ 1,100,000
Garbage Collection and Disposal	1,954,599	1,954,599
Sanitary Sewers	<u>4,158,329</u>	<u>4,158,329</u>
	\$ 7,212,928	\$ 7,212,928
Highways:		
Streets and Bridges	\$ 1,299,993	\$ 1,299,993
Street Lighting	<u>475,000</u>	<u>475,000</u>
	\$ 1,774,993	\$ 1,774,993
Libraries:	\$ 1,548,000	\$ 1,548,000
Recreation:		
Parks & Playgrounds	\$ 1,810,278	\$ 1,810,278
Swimming Pools	<u>216,089</u>	<u>216,089</u>
	\$ 2,026,367	\$ 2,026,367
Miscellaneous:		
Bank-Bond Issue		
Pay Agent Fees	\$ 8,925	\$ 8,925
Health Insurance, Pensions, and Social Security	10,997,727	10,997,727
Fire Ins. Workers' Compensation & G.L.	1,228,738	1,228,738
Transfers to Sinking Fund	3,418,651	3,418,651
Unemployment Compensation	20,000	20,000

SUMMARY OF APPROPRIATIONS (continued)

Hourly Legal Fund	20,670	20,670
Unappropriated/Reserves	125,000	125,000
Military and Civil Celebrations	300	300
	\$15,819,921	\$15,819,921
<b>TOTAL All Functions</b>	<b>\$41,395,783</b>	<b>\$41,395,783</b>

TOTAL for Operations, Maintenance, Interest, and Capital Outlay \$41,395,783

SECTION 3. An estimate of the specific items making up the amounts appropriated to the respective departments is on file at the offices of the Township Manager, 8230 Old York Road, Elkins Park, Pennsylvania.

SECTION 4. That any Ordinance, or part of Ordinance, conflicting with this Ordinance is hereby repealed insofar as the same affects this Ordinance.

ENACTED into an Ordinance this 17<sup>th</sup> day of **December**, A.D., 2014.

ATTEST:

CHELTENHAM TOWNSHIP  
BOARD OF COMMISSIONERS

\_\_\_\_\_  
Bryan T. Havir  
Township Manager and Secretary

\_\_\_\_\_  
Harvey Portner  
President

**CHELTENHAM TOWNSHIP  
ORDINANCE NO. -**

**AN ORDINANCE OF THE TOWNSHIP OF CHELTENHAM, COUNTY OF  
MONTGOMERY, OF THE COMMONWEALTH OF PENNSYLVANIA,  
APPROVING AND ADOPTING THE CAPITAL BUDGET FOR 2015  
PURSUANT TO SECTION 1205 OF THE HOME RULE CHARTER.**

The Board of Commissioners of Cheltenham Township hereby ordains:

SECTION 1. A Summary of the Capital Budget as follows:

INCOME:

Estimated Cash and Investments for January 1, 2015	\$ 7,129,686
Anticipated Income:	
Amounts Provided by Others	\$ 14,312,146
Amounts Provided by Assessments	0
Amount Transferred to/from General Fund Budget	<u>0</u>
TOTAL Anticipated Cash and Receipts	<u>\$ 21,441,832</u>

EXPENSES:

2015 Project Costs	\$ 21,891,843
Estimated Cash Balance at Year Ending 12/31/15	(\$ 450,011)

SECTION 2. That any Ordinance, or part of Ordinance, conflicting with this Ordinance is hereby repealed insofar as the same affects this Ordinance.

ENACTED into an Ordinance this 17<sup>th</sup> day of December, A.D. 2014.

ATTEST:

**CHELTENHAM TOWNSHIP  
BOARD OF COMMISSIONERS**

\_\_\_\_\_  
Bryan T. Havir  
Township Manager and Secretary

\_\_\_\_\_  
Harvey Portner  
President