

# AGENDA



## ECONOMIC DEVELOPMENT TASK FORCE

*Tuesday, November 17, 2015 @ 7:00 p.m.*

Township Administration Building

8230 Old York Road | Elkins Park, PA 19027

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- 7:00 P.M.    1.    Call to Order
- 7:01 P.M.    2.    Approval of the October 20, 2015 Regular Meeting Minutes
- 7:05 P.M.    3.    Committee Reports
- A. Design – Signage Application
- 1) 24 East Glenside Avenue, Glenside for  
                          G.C. Brewers Restaurant & Brewery (see attached)
- B. Organization & Development
- C. Economic Restructuring
- D. Marketing and Promotions
- E. Liaison Reports
- 1) Elkins Park East
- 2) Glenside District
- 3) East Cheltenham Avenue
- 4) Cheltenham Village
- 5) Elkins Park West
- 6) West Cheltenham Avenue
- 7:30 P.M.    4.    Chairman’s Report

- 7:45 P.M.     5.     Old Business (Status Report Updates)
- A. Old York Road Community Organization – Elkins Park Train Station Landscape Project
  - B. Update on Draft Zoning Ordinance Review
  - C. Update on Way-Finding Signage for Elkins Park East Commercial District
  - D. Status Report on Elkins Park West Streetscape and Traffic Calming Project
- 8:15 P.M.     6.     New Business
- 8:20 P.M.     7.     Staff Report
- 8:25 P.M.     8.     Citizen’s Forum
- 8:30 P.M.     9.     Adjournment



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Bryan T. Havar  
Township Manager

## Havir, Bryan

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**From:** dkratzer@bauarchitecture.com  
**Sent:** Thursday, November 12, 2015 9:44 AM  
**To:** Hubert, Heather  
**Cc:** Havir, Bryan; Sekawungu, Henry; Habgood, Robert; Drucker, Susan  
**Subject:** RE: November EDTF Sign COA Application

All, as long as the sign isn't back lighted, then I can recommend approval. Strange color but glad to have a new business in the township.

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David Kratzer, AIA NCARB LEED GA  
Principal, BAU Architecture LLC  
7913 Park Avenue  
Elkins Park, PA 19027  
215.206.0962

**From:** Hubert, Heather [mailto:hhubert@cheltenham-township.org]  
**Sent:** Monday, November 9, 2015 3:35 PM  
**To:** David Kratzer (dkratzer@bauarchitecture.com) <dkratzer@bauarchitecture.com>  
**Cc:** Havir, Bryan <bhavir@cheltenham-township.org>; Sekawungu, Henry <hsekawungu@cheltenham-township.org>; Habgood, Robert <rhabgood@cheltenham-township.org>; Drucker, Susan <sdrucker@cheltenham-township.org>  
**Subject:** November EDTF Sign COA Application

Mr. Kratzer-

Attached please find an application and supporting material for a new sign in the Glenside Commercial Enhancement District.

Please call me with any questions or concerns regarding this application.

Best Regards-

Heather Hubert

**Heather Williams Hubert**  
Cheltenham Township Department of Planning & Zoning  
8320 Old York Road  
Elkins Park, PA 19027  
T. 215-887-1000 x225  
F. 215-887-2806  
[hhubert@cheltenham-township.org](mailto:hhubert@cheltenham-township.org)

# Township of Cheltenham

Montgomery County, Pennsylvania

## Board of Commissioners

Harvey Portner, *President*  
Morton J. Simon, Jr., *Vice President*  
Baron B. Holland  
Charles D. McKeown  
Daniel B. Norris  
Ann L. Rappoport  
J. Andrew Sharkey

**Township Manager**  
Bryan T. Havir



**Administration Building**  
8230 Old York Road  
Elkins Park, PA 19027-1589

Phone: 215 887-1000  
FAX: 215 887-1581  
[www.cheltenhamtownship.org](http://www.cheltenhamtownship.org)

## MEMORANDUM

**TO:** The Economic Development Task Force (EDTF)

**FROM:** Heather Hubert  
Planning & Zoning Aide

**RE:** Signage Application

**DATE:** November 9, 2015

Please see below and the information attached for consideration of a COA for signage in the Glenside Commercial Enhancement District:

- 1) **24 E. Glenside Ave, Glenside (G.G. Brewers Restaurant & Brewery)**-for a new parallel wall sign. The sign as installed is under the 15% limit for signage in a C3 district, and therefore is in compliance with the Zoning Ordinance requirements. The owner fabricated the sign from a piece of reclaimed lumber, and the colors appear to comply with EDTF regulations.

**CC:** Bryan Havir, Township Manager\*  
Economic Development Task Force Members\*  
Henry Sekawungu, Director of Planning & Zoning\*  
Robert Habgood, Assistant to the Director, Planning and Zoning\*  
Sue Drucker, Permitting Clerk\*  
\*sent via email



TOWNSHIP OF CHELTENHAM, MONTGOMERY COUNTY, PENNSYLVANIA  
BUILDING PERMIT APPLICATION

RECEIVED

OCT 26 2015

PERMIT NO. 15-0840

Montco. Parcel # 31-00-1746-00-4 Zoned C3 Block 129 Unit 02 CHELTENHAM TOWNSHIP

*Al*  
*10.26.15*  
*Credit Card*

To the Township Manager:

This is to certify that I have examined the within detailed statement, with a copy of the plans relating thereto, and find them to be in accordance with the provisions of the Cheltenham Township Building Code; accordingly they have been approved and entered in the records.

Building Inspector Signature: \_\_\_\_\_ ADA Control # \_\_\_\_\_

This permit is granted on the express condition that the said construction shall, in all respects, conform to the ordinances of this Jurisdiction including the zoning ordinance, regulating the construction and use of the buildings, and may be revoked at any time upon violation of any provisions of said ordinances.

If this application is in the floodplain, then all required information must be supplied prior to approval.

Submittal Date \_\_\_\_\_ Cost \$ \_\_\_\_\_ Fee \$ \_\_\_\_\_ Check No. \_\_\_\_\_ Cash \_\_\_\_\_

PROPERTY IN FLOODPLAIN AREA	YES <input type="checkbox"/>	FP ZONE:	FEMA FP MAP/PANEL ID:
	NO <input type="checkbox"/>		

(IF ANSWER TO THE ABOVE IS YES, ITEM 17 MUST BE COMPLETED)

The undersigned applies for a permit to construct the following described work:

- Give the exact location: 24 E Glenside ave Glenside PA 19038
- General description of work: Sign 2'6" X 5'

3 Applicant Garome Martin As Applicant, your relationship to project is:  
 Please Print  
 Address 24 E Glenside ave  Property Owner  
 Contractor  
 Architect  
 Other  
 Tele. Nos.  Business \_\_\_\_\_  
 Home \_\_\_\_\_  
 Cell \_\_\_\_\_  
 FAX \_\_\_\_\_  
 Email \_\_\_\_\_  
 Type of Construction Sign  
 Type of Structure \_\_\_\_\_  
 Use & Occupancy Classification \_\_\_\_\_

4 Property Owner Garome Martin Address \_\_\_\_\_  
 Please Print  
 Tele. No. \_\_\_\_\_ Fax \_\_\_\_\_

5 Architect / Engineer \_\_\_\_\_ Address \_\_\_\_\_  
 Please Print  
 Tele. No. \_\_\_\_\_ Fax \_\_\_\_\_

6 Contractor or Builder \_\_\_\_\_ Address \_\_\_\_\_  
 Please Print  
 Tele. No. \_\_\_\_\_ Fax \_\_\_\_\_

- What is the present building used for? \_\_\_\_\_
- If new building or new addition, what will it be used for? \_\_\_\_\_

9. Upon what kind of soil will any new foundation be laid? \_\_\_\_\_

10. Is the present building occupied?  YES  NO

If NO, provide date last vacated \_\_\_\_\_  
If NO, provide water meter/billings for last quarter occupied \_\_\_\_\_

ARE EDU'S REQUIRED  YES  NO

REMARKS: \_\_\_\_\_

11. List all contractors/sub-contractors. Copies of Workers' Compensation or Exemption must be included with application. All sub-contractors must be registered in Cheltenham Township before applying for a permit. His/her permit application must be signed by the registered contractor and must be submitted with and as part of a complete building permit application submission.

a. Plumbing  
Name \_\_\_\_\_ Address \_\_\_\_\_

Tele. No. \_\_\_\_\_ Cost \_\_\_\_\_ Reg. # \_\_\_\_\_

b. HVAC  
Name \_\_\_\_\_ Address \_\_\_\_\_

Tele. No. \_\_\_\_\_ Cost \_\_\_\_\_ Reg. # \_\_\_\_\_

c. Electrical  
Name \_\_\_\_\_ Address \_\_\_\_\_

Tele. No. \_\_\_\_\_ Cost \_\_\_\_\_ Reg. # \_\_\_\_\_

d. Excavation  
Name \_\_\_\_\_ Address \_\_\_\_\_

Tele. No. \_\_\_\_\_ Cost \_\_\_\_\_ Reg. # \_\_\_\_\_

e. Concrete  
Name \_\_\_\_\_ Address \_\_\_\_\_

Tele. No. \_\_\_\_\_ Cost \_\_\_\_\_ Reg. # \_\_\_\_\_

f. Masonry:  
Name \_\_\_\_\_ Address \_\_\_\_\_

Tele. No. \_\_\_\_\_ Cost \_\_\_\_\_ Reg. # \_\_\_\_\_

g. Drywall:  
Name \_\_\_\_\_ Address \_\_\_\_\_

Tele. No. \_\_\_\_\_ Cost \_\_\_\_\_ Reg. # \_\_\_\_\_

h. Fire Protection:  
Name \_\_\_\_\_ Address \_\_\_\_\_

Tele. No. \_\_\_\_\_ Cost \_\_\_\_\_ Reg. # \_\_\_\_\_

i. Other:  
Name \_\_\_\_\_ Address \_\_\_\_\_

Tele. No. \_\_\_\_\_ Cost \_\_\_\_\_ Reg. # \_\_\_\_\_

12. Approximate Start Date \_\_\_\_\_ Approximate Completion Date \_\_\_\_\_

13. Estimated Cost \$ 500 Permit Fee \$ 39-

(Estimated Cost should be for building portion only, not to include any sub-contractor costs as they are separate permit applic.)  
(Must include labor and all material regardless of who purchased materials)

14. Area of New Impervious Surfaces: (Structures, Paving, Sidewalks, etc) \_\_\_\_\_

15. **NOTES:**

- PLEASE NOTE THAT STATE LAW REQUIRES YOU TO CONTACT THE PENNSYLVANIA ONE CALL SYSTEM @ 1-800-242-1776 AT LEAST THREE (3) WORKING DAYS PRIOR TO ANY DIGGING OR EXCAVATION ACTIVITIES EITHER WITHIN THE STREET RIGHT OF WAY OR ON PRIVATE PROPERTY TO ALLOW UTILITY COMPANIES TO LOCATE AND MARK THEIR UNDERGROUND FACILITIES.
- PLEASE NOTE THAT TWO (2) WORKING DAYS NOTICE MUST BE GIVEN FOR ANY INSPECTIONS.
- This is the Application for Permit for Additions, Alterations, Roofing, Siding, Repairs; Razing, Removal or Tearing down of any building or part of same; the Erection, Removal or Alteration of Awnings; Signs or Billboards, etc.
- FILE WITH APPLICATION.

Two copies of all construction plans (existing and proposed)

All sub-contractor permit applications that are part of this building permit application

Workers' Compensation Insurance w/Cheltenham Township named as certificate holder or a notarized exemption form for each person(s) working on the job site not covered by Workers' Comp.

- All sub-contractors must be currently registered in Cheltenham Township in order to apply for a building permit.
- There is a 30-day period after the issuance of a building permit during which time an aggrieved person may file an Appeal to contest the approval of the permit by a Municipality. Applicants that begin construction during the 30-day appeal period do so at their own risk.
- **NOTICE TO TAXPAYERS** - UNDER THE PROVISIONS OF ORDINANCE NO. 2022-02, YOU MAY BE ENTITLED TO A PROPERTY TAX ABATEMENT ON YOUR CONTEMPLATED ALTERATION OR NEW CONSTRUCTION. AN APPLICATION FOR ABATEMENT MAY BE SECURED FROM THE OFFICE OF ENGINEERING, ZONING AND INSPECTIONS, AND MUST BE FILED WITH SAME, AT THE TIME A BUILDING PERMIT IS ISSUED.

16. Does the applicant agree that all provisions of the Cheltenham Township Building Code will be complied with, whether specified herein or not?

YES  NO

Further, does the applicant certify that he/she is the owner of record of the named property, or that the proposed work is authorized by the owner of record and that he/she has been authorized by the owner to make this application as his/her authorized agent. In addition, if a permit for work described in this application is issued, he/she agrees that the authorized code official or that official's authorized representative shall have the authority to enter areas covered by such permit at any reasonable hour to enforce the provisions of the code(s) applicable to such permit.

YES  NO

APPLICANT SIGNATURE



DATE

10/26/15

PROPERTY OWNER SIGNATURE



DATE

10/26/15

**PERMIT FEE SCHEDULE:** PERMIT FEES ARE BASED ON THE COST OF THE WORK FOR WHICH THE PERMIT IS BEING APPLIED FOR. THIS COST SHOULD INCLUDE ALL MATERIALS AND LABOR. THE COST IS THEN ROUNDED UP TO THE NEAREST THOUSAND \$ AND FEES ARE CALCULATED AS FOLLOWS: 1ST THOUSAND \$ = \$39.00 WITH EACH ADDITIONAL THOUSAND \$ = \$20.00 OR 2% OF THE TOTAL COST + A ONE TIME CHARGE OF \$19.00.

UPON APPROVAL AND PAYMENT OF ALL APPLICABLE FEES, THE APPLICANT WILL RECEIVE A PERMIT PLACARD WHICH IS TO BE POSTED AT THE WORK SITE ALONG WITH A SET OF APPROVED DRAWINGS. THE APPLICANT WILL ALSO BE GIVEN A LIST OF REQUIRED INSPECTIONS THAT WILL BE PERFORMED BY A TOWNSHIP INSPECTOR.

17. IF YOUR PROPERTY IS IN THE FLOODPLAIN, PLEASE COMPLETE THE FOLLOWING WITH YOUR APPLICATION  
 Will any portion of the flood hazard area be developed?      YES \_\_\_\_\_      NO \_\_\_\_\_

Owner/Agent shall verify that any proposed construction and/or development activity complies with the requirements of the National Flood Insurance Program and the Pennsylvania Flood Plain Management Act (Act 1688-1978), specifically Section 60.3 Lowest Floor Level: \_\_\_\_\_

PLEASE CHECK ONE:

- ZONE AE - Areas subject to inundation by the 1% annual chance of flood event. BFE's determined.
- ZONE \_\_\_\_\_ (OTHER FLOOD AREAS) AREAS OF 500-YEAR FLOOD, AREAS OF 100-YEAR FLOOD WITH AVERAGE DEPTHS OF LESS THAN 1 FOOT OR WITH DRAINAGE AREAS LESS THAN 1 SQUARE MILE; AND AREAS PROTECTED BY LEVEES FROM 100-YEAR FLOOD.
- ZONE \_\_\_\_\_ (SPECIAL FLOOD HAZARD AREAS OF HIGH RISK)

MARKET VALUE OF STRUCTURE (NOT TO INCLUDE LOT) COVERED UNDER THIS PERMIT - \$ \_\_\_\_\_ 00  
 (THIS INFORMATION IS TO BE PROVIDED BY THE APPLICANT)

Base Flood Elevation (BFE) requirements - all permits for insured structures within the floodplain must have Elevation Certification (EC) attached. This is only for insurable structure, as listed on property owner's insurance policy. Proof of insurance may be required.

CHECKLIST FOR NFIP PROPERTIES, IN ADDITION TO BASE BUILDING PERMIT REQUIREMENTS.

- 1. APPLICATION COMPLETE      DATE: \_\_\_\_\_      INITIALS: \_\_\_\_\_
- 2. REVIEW 1 BY FLOODPLAIN COORDINATOR      DATE: \_\_\_\_\_      INITIALS: \_\_\_\_\_  
 (See attached report regarding NFIP compliance)
- 3. REVIEW OF BUILDING INSPECTOR      DATE: \_\_\_\_\_      INITIALS: \_\_\_\_\_
- 4. FP PROPERTY PERMIT APPROVED      DATE: \_\_\_\_\_      INITIALS: \_\_\_\_\_
- 5. FP PROPERTY NOT APPROVED      DATE: \_\_\_\_\_      INITIALS: \_\_\_\_\_  
 (IF PERMIT IS NOT APPROVED, REASON MUST BE ATTACHED)
- 6. FINAL INSPECTION      DATE: \_\_\_\_\_      INITIALS: \_\_\_\_\_
- 7. REVIEW 2 BY FLOODPLAIN COORDINATOR      DATE: \_\_\_\_\_      INITIALS: \_\_\_\_\_  
 (See attached report regarding NFIP compliance)
- 8. FINAL INSPECTION IN COMPLIANCE      DATE: \_\_\_\_\_      INITIALS: \_\_\_\_\_  
 (Issuance of Certificate of Occupancy or Completion, as applicable)
- 9. FINAL INSPECTION NOT IN COMPLIANCE      DATE: \_\_\_\_\_      INITIALS: \_\_\_\_\_
- 10. NOTICE OF VIOLATION SENT WITH 90-DAY CLOCK      DATE: \_\_\_\_\_      INITIALS: \_\_\_\_\_
- 11. POST VIOLATION INSPECTION      DATE: \_\_\_\_\_      INITIALS: \_\_\_\_\_
- 12. AS BUILT ELEVATION CERTIFICATE (EC)      DATE: \_\_\_\_\_      INITIALS: \_\_\_\_\_
- 13. FLOODPLAIN COORDINATOR NOTIFIED      DATE: \_\_\_\_\_      INITIALS: \_\_\_\_\_
- 14. CERTIFICATION OF OCCUPANCY (CO) FOR INSURABLE PERMITTED PROPERTIES      DATE: \_\_\_\_\_      INITIALS: \_\_\_\_\_
- 15. SIGN OFF BY FLOODPLAIN COORDINATOR/  
 PERMIT CLOSED      DATE: \_\_\_\_\_      INITIALS: \_\_\_\_\_

**McDULLOUGH'S**  
RESTAURANT & BAR  
EST. 2006

**R**

Breakfast  
Salads  
Steak Sandwiches  
Wraps  
Hoagies  
Party Tray  
Shakes  
Ice Cream

OPEN HOUSE

PUBLIC NOTICE OF APPLICATION  
ALCOHOLIC BEVERAGES

McDULLOUGH'S RESTAURANT & BAR

McDULLOUGH'S RESTAURANT & BAR

10/09/2015 10:26