

Cheltenham Township, believing that public input is appropriate on any item 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.

BUILDING AND ZONING COMMITTEE

Morton J. Simon, Jr. – Chairman
J. Andrew Sharkey – Vice Chairman
Irv Brockington – Member
Baron B. Holland – Member
Daniel B. Norris – Member
Brad M. Pransky – Member
Ann L. Rappoport – Member

**Wednesday, December 7, 2016
8:00 PM
Curtis Hall**

AGENDA

1. Receipt of the Planning Commission Meeting Minutes dated November 28, 2016 (see attached).
2. Discussion of the Timeline for the Proposed Draft Zoning Ordinance Review (see attached).
3. Review of Zoning Hearing Board Decisions (see attached).
4. Report of the Building Inspector for November, 2016 (see attached).
5. Old Business
6. New Business
7. Citizens' Forum
8. Adjournment



Bryan T. Havir
Township Manager

Planning Commission Minutes

Dated November 28, 2016

A regular meeting of the Planning Commission was held this evening at the Township Administration Building. The following Planning Commission members were present: Thomas Cross, David Conley, Bill Winneberger, Mike Hayes, Carl Freedman and Hannah Mazzaccaro. A quorum was present. Also present were Brian Olszak, County Planner, Henry Sekawungu, Director of Planning & Zoning and Robert Habgood, Assistant to the Planning & Zoning Director and Amy Montgomery, Township Engineer.

Mr. Cross called the meeting to order at 7:31 p.m.

1. **Acceptance of minutes of the Planning Commission meeting dated October 24, 2016.**

Mr. Winneberger motioned to accept the minutes. Mr. Conley seconded and the motion passed unanimously.

2. **Review of CTDA #16-05 Subdivision Plan for the property at 546-552 Township Line Road, Cheltenham, PA 19012** to subdivide the existing lot that is located within two zoning districts into two separate lots.

Mr. Habgood provided background on this application to subdivide the property along the Zoning District line with the Township Line Road facing lot in the C-3 District and the Jefferson Avenue facing lot in the R-8 District.

Peter Friedman, Esq. represented the applicant and provided additional background on the subdivision, and stated that each lot/building already has separate utilities.

Mr. Friedman presented a review letter to Mr. Sekawungu in response to the Township Engineer's letter dated November 22, 2016.

Discussion ensued with respect to the applicant's review letter and the waivers listed on same. Mr. Friedman was advised to submit a separate letter with the requested waivers for review by the Township Engineer.

Mr. Winneberger made a motion to recommend approval conditioned upon the receipt of a letter for the waivers being requested, and meeting all the items in the Engineer's review letter. Mr. Cross seconded and the motion passed unanimously.

The Township Engineer advised that the proposed waivers listed under Items #11, #12, and #13 would not be supported.

3. **Review of CTDA #16-06 Land Development Plan for the property at 1403 Cheltenham Avenue, Elkins Park, PA 19027** to demolish the existing service station and construct a new donut shop with drive through service.

Mr. Habgood provided background on the proposed project to demolish the existing service station and construct at Dunkin Donuts Shop with drive through service.

Richard Stoneback, P.E. from Charles E. Shoemaker, Inc. and Peter Friedman, Esq. represented the applicant.

Mr. Stoneback reported that the property was formerly a service station and that the site has completed a Phase II environmental study. Mr. Stoneback stated that the off-street parking complies and that the existing curb cuts will be used. Mr. Stoneback also stated that the project received a recommendation from the Shade Tree Advisory Commission.

Mr. Stoneback presented a review letter in response to the Township Engineer's letter dated November 22, 2016. Mr. Stoneback advised that the soil testing is still to be completed along with a traffic impact study.

Discussion ensued with regard to traffic flow on the property, number of parking spaces, the queuing of the vehicles in the drive through, storm water management and signage.

Discussion also ensued on the proposed waivers from the applicant.

Mr. Stoneback advised that the plan would be revised and resubmitted for review at a future Planning Commission meeting.

4. **Ordinance amending Chapter 295 entitled "Zoning", Article II Entitled "H-D Historical District, Section 295-151 Entitled "Permit Procedure for Boards of Historical Architectural Review".**

Mr. Sekawungu reported that the Board of Commissioners would be holding a public hearing on December 21, 2016 to consider shortening the Certificate of Appropriateness (COA) approval timeline from five weeks to three weeks. As such, COA's would be issued by the Public Works Committee of the whole, based on a recommendation from the BHAR.

Mr. Cross motioned to recommend approval of the proposed Ordinance amendment. Mr. Winneberger seconded and the motion passed unanimously.

5. **Old Business – None.**

6. **New Business** – The Planning Commission was advised that the December meeting is scheduled for Tuesday, December 27, 2016 and agreed that it should be cancelled due to the holidays.
7. **Adjournment** – Mr. Cross motioned to adjourn. Mr. Freedman seconded and the meeting adjourned at 8:35 p.m.



Bryan Havir
Township Manager

Submitted by: Patty Gee

**Discussion of the Timeline for the
Proposed Draft Zoning Ordinance**

Township of Cheltenham

Montgomery County, Pennsylvania

Board of Commissioners

Morton J. Simon, Jr., *President*
Daniel B. Norris, *Vice President*
Irv Brockington
Baron B. Holland
Brad M. Pransky
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
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MEMORANDUM

TO: Building and Zoning Committee Members

ATTN: Bryan T. Havir, Township Manager

FROM: Henry Sekawungu, Director, Planning & Zoning *HS*

RE: Continued Discussion of the Proposed Draft Zoning Ordinance

DATE: December 1, 2016

This is a reminder that as part of the continued discussion by the Board of Commissioners on the comments received on the Draft Zoning Ordinance and map change, the following dates were recommended for additional workshops at the Township Administration Building from 6:00 p.m. to 9:00 p.m.:

- Thursday December 8, 2016
- Thursday December 15, 2016

The above date is based on consultation and availability of the Montgomery County Planner.

It is also noted that the Township Engineer will be attending the December 15, 2016 meeting to address the storm water management issues under the MU3 Sustainability Bonuses raised at the October 20, 2016 meeting.

Thank you.

**Review of the
Zoning Hearing Board Decisions**

**BEFORE THE ZONING HEARING BOARD OF CHELTENHAM TOWNSHIP,
PENNSYLVANIA**

**IN RE: Application of Barbara Nobles and Anrae
James**

APPEAL NO. 16-3557

ORDER

AND NOW, this *17* day of *October* 2016, upon consideration of the application of Barbara Nobles and Anrae James, owners of the premises known as 7317 Oak Avenue, Elkins Park, PA 19027, the Cheltenham Township Zoning Hearing Board, grants the following relief:

1. A variance from Section 295-67.B.(2) of the Cheltenham Township Zoning Ordinance to allow a wood deck to have an 8.5-foot side yard setback where a 9-foot side yard setback is required.
2. A variance from Section 295-220.B. of the Cheltenham Township Zoning Ordinance to allow a wood deck to project into the side yard setback.
3. A variance from Section 295-220.C. of the Cheltenham Township Zoning Ordinance to allow a wood deck to have an 8.5-foot rear yard setback where a 15-foot rear yard setback is required.

The above-stated relief is conditioned on the Applicants meeting the following conditions:

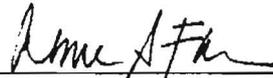
- a. Prior to issuance of a permit for the deck, a building permit application, together with all required plans and specifications, shall be submitted to the Township Building Code Official ("BCO"), who shall review same for compliance with all codes and ordinances applicable to decks in Cheltenham Township, and all modifications required by the Township BCO in order to bring the existing deck into compliance with applicable codes and ordinances shall be completed by applicant to the satisfaction of the Township BCO.

b. Prior to the issuance of a permit for the deck, the Applicants shall plant a landscape buffer of evergreen plantings along the entire width of their property line with their neighbors to the rear, which planted buffer shall provide a complete visual screen of the applicants' property from their rear neighbors. The landscape buffer shall be located at least five (5) feet off the fence located at the rear of the applicants' property, and shall be a minimum of six feet (6') in height, as measured from the surface of the rear of the deck, at the time of planting. The configuration of the landscape buffer and the plant types shall be approved by the Township Engineer prior to planting.

c. Use of the deck shall be in accordance with the Applicants' testimony before the Zoning Hearing Board.

d. The Applicants must obtain all required permits and approvals required for the deck.

CHELTENHAM TOWNSHIP ZONING HEARING BOARD



AMEE FARRELL, CHAIRPERSON



PETER R. LABIAK, VICE CHAIR



ERIC LEIGHTON, MEMBER

**BEFORE THE ZONING HEARING BOARD OF CHELTENHAM TOWNSHIP,
PENNSYLVANIA**

IN RE: Application of Arcadia University

APPEAL NO. 16-3558

ORDER

AND NOW, this *17* day of *October* 2016, upon consideration of the application of Arcadia University, owner of the premises known as 450 S. Easton Road, Glenside, PA 19038, the Cheltenham Township Zoning Hearing Board, grants the following relief:

1. A request for a modification of the relief granted at Item #6 of the Zoning Hearing Board's Decision in Appeal No. 3381 such that item #6 reads as follows:

"(6) a variance from the rules and regulations of Article III, Section 295-7, to allow for the expansion of the educational use on the premises (CTRERP Block 137, Units 26 and 27) by constructing a one- and two-story addition to Spruance Hall, measuring up to 20,000 square feet (Art Center), in general conformity with the plan presented at the October 18, 2010 zoning hearing."

2. A request for a modification of the relief granted at Item #10 of the Zoning Hearing Board's Decision in Appeal No. 3381 such that Item #10 reads as follows:

"(10) a variance from the rules and regulations of Article XXII, Section 295-167, to allow for the construction of the various site improvements associated with the improvements noted within the Steep Slope Conservation District, provided that no more than 5,500 square feet of steep slopes are disturbed in no more than two (2) locations as generally shown on Board Exhibit 7 of the October 17, 2016 zoning hearing, a copy of which is attached hereto as Exhibit "A" and incorporated herein by reference."

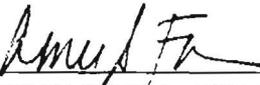
3. A for a modification of Condition #1 of the Zoning Hearing Board's Decision in Appeal No. 3381 such that Condition #1 reads as follows:

“(1) That no more than 5,500 square feet of steep slopes are disturbed in no more than two (2) locations as generally shown on Board Exhibit 7 of the October 17, 2016 zoning hearing, a copy of which is attached hereto as Exhibit “A” and incorporated herein by reference.”

The above-stated relief is conditioned on the Applicant meeting the following conditions:

- a. Use of the property shall be in accordance with the testimony presented before the Zoning Hearing Board.
- b. The Applicant must obtain all required permits and approvals required for the proposed project.

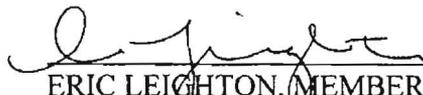
CHELTENHAM TOWNSHIP ZONING HEARING BOARD



AMEE FARRELL, CHAIRPERSON



PETER R. LABIAK, VICE CHAIR



ERIC LEIGHTON, MEMBER

**Report of the Building Inspector
for November, 2016**

COMMISSIONERS OF CHELTENHAM TOWNSHIP
ELKINS PARK, PA 19027

COMMISSIONERS OF CHELTENHAM TOWNSHIP
REPORT OF THE BUILDING INSPECTOR FOR NOVEMBER, 2016

	# PERMITS	TOT. FEES	\$ VALUE
RESIDENTIAL			
RENOVATIONS / ALTERATIONS	27	12,744	637,200
MULTI-FAMILY			
RENOVATIONS / ALTERATIONS	0	0	0
COMMERCIAL			
RENOVATIONS / ALTERATIONS	8	6,230	311,500
INSTITUTIONAL			
RENOVATIONS / ALTERATIONS	0	0	0
FENCE⁴	8	460	460
NOVEMBER, 2016	43	19,434	949,160
NOVEMBER, 2015	57	11,746	579,411
YEAR-TO-DATE 2016	600	409,543	15,750,123
TOTAL 2015	1,031	316,570	15,642,058

HEATING & AIR CONDITIONING

NOVEMBER, 2016	6	1,694	84,700
NOVEMBER, 2015	10	3,337	166,850
YEAR-TO-DATE 2016	95	37,844	1,892,200
TOTAL 2015	110	34,454	1,818,201

ELECTRICAL

NOVEMBER, 2016	5	2,320	116,000
NOVEMBER, 2015	9	3,204	160,200
YEAR-TO-DATE 2016	157	50,951	2,637,358
TOTAL 2015	138	45,472	2,358,422

PLUMBING

NOVEMBER, 2016	5	1,165	58,250
NOVEMBER, 2015	11	1,405	7-,250
YEAR-TO-DATE 2016	142	35,209	1,760,450
TOTAL 2015	117	22,737	1,225,600

FOG PERMITS

NOVEMBER, 2016	0	0	0
NOVEMBER, 2015	4	1,250	1,250
YEAR-TO-DATE 2016	78	23,500	23,500
TOTAL 2015	84	23,725	23,725

COMMISSIONERS OF CHELTENHAM TOWNSHIP
ELKINS PARK, PA 19027

**COMMISSIONERS OF CHELTENHAM TOWNSHIP
REPORT OF THE BUILDING INSPECTOR FOR NOVEMBER, 2016**

GRADING PERMITS

NOVEMBER, 2016	0	0	0
NOVEMBER, 2015	2	800	800
YEAR-TO-DATE 2016	17	4,000	4,000
TOTAL 2015	10	3,200	3,200


Henry Sekawungu
Director - Planning and Zoning