



BUILDING, ZONING, & REVITALIZATION COMMITTEE

February 11, 2013

7:30 p.m.

MINUTES OF MEETING

Call to Order: The meeting was called to order at 8:00 p.m.

Public Comment: There was no public comment at this time.

Attendance

- **Committee members present:** Chairwoman Pancoe, Councilman Danilak, Councilman Golden, and Vice-President Marlowe
- **Committee members absent:** Councilman Boutcher and Councilwoman Durkin
- **Others present:** President Dobbs, Councilman Bunker, Manager Hanel, Assistant Manager Bashore, and Code Enforcement Officer Locke
- **Others absent:** Mayor Foley

Councilman Golden departed at 8:15 p.m.

Reports

- **Jenkintown Planning Commission:** Assistant Manager Bashore reported that the Planning Commission met and discussed their application submission of the Jenkintown Train Station to the National Register of Historic Places. The Planning Commission will meet in March to discuss final preparation of the application.
- **Design Review Board:** Code Enforcement Officer Locke reported that the Design Review Board met to discuss two (2) items: a proposed ATM in Town Square and the re-development of 210 York Road. Code Enforcement Officer Locke noted that he and Manager Hanel met with First Trust Bank to discuss the proposed ATM. Code Enforcement Officer Locke reviewed the proposal for the Committee. Councilman Golden requested copies of plans for the ATM in Town Square. Code Enforcement Officer Locke noted that the owner of 210 York Road will revise his plans according to the Board's recommendations.
- **Director of Codes & Zoning:** A written report was provided to the Committee. Councilman Danilak asked about the status of the Mediterranean restaurant scheduled to open in the former Ice Creations building on Greenwood Ave. Code Enforcement Officer Locke stated that the owner is awaiting a final electrical inspection certification.

Old Business

- **Property Maintenance Initiative:** Code Enforcement Officer Locke stated that he issued a letter regarding sidewalk maintenance to a property owner. The property owner has been granted a 90 day extension to address the maintenance issue due to weather conditions.

Councilman Danilak asked about the status of the vacant property at 108 Walnut Street. Manager Hanel reported that this matter has been referred to the Borough Solicitor.

- **EDU – Filing status, procedures, and remaining allocations:** Code Enforcement Officer Locke reported that a request for an additional EDU allocation was submitted to the PA Dept. of Environmental Protection (DEP). Code Enforcement Officer Locke stated that he anticipates hearing a decision on the allocation of additional EDUs in the next few weeks.
- **Fire Inspection Program - Status:** Code Enforcement Officer Locke reported that a second round of letters were sent to commercial property owners with a March 31, 2013 response deadline.
- **Sidewalk & Curb Maintenance Repair Program – Letters for affected properties:** Code Enforcement Officer Locke reported that he issued the first set of letters to property owners who live on streets scheduled for paving. The Borough has received a positive response to the first set of letters. Code Enforcement Officer Locke reported that he did a drive-by inspection of the streets, but will do a more thorough inspection after the weather becomes more favorable.

Chairwoman Pancoe stated that it still needs to be determined how the Borough will pay for sections of sidewalk and curb where property owners hold out. Code Enforcement Officer Locke noted that he did not recommend the Borough completing the work and leaning the property. Manager Hanel noted that PennDOT may have funds available that may be used for curb and sidewalk maintenance. President Dobbs stated that she had concerns regarding elderly residents being able to meet the requirements. The Committee recommending electronic and hard copy distribution of these regulations.

Chairwoman Pancoe stated that the Borough will need to establish a fund in order to pay for maintenance in the event the Borough needs to complete the work. The Committee directed the staff research if a local bank could establish a loan program for residents.

New Business

- **Rental Registration Program:** Manager Hanel reported that several property owners who own mixed use buildings have questioned the Borough's rental registration requirements. A summary of the impact exempting mixed use properties from these requirements was presented to the Committee. Manager Hanel noted that she spoke with the Borough Solicitor regarding the history of this program. Chairwoman Pancoe reviewed the ordinance with the Committee. The Committee discussed clarification to the existing ordinance language. Chairwoman Pancoe recommended amending the language in section 142-1(A) of chapter 142 in the Jenkintown Borough Code in order to include mixed use properties as required to obtain a rental license from the Borough.

The Committee directed Manager Hanel to have the Borough Solicitor prepare an ordinance to amend Chapter 142 to include mixed use properties to those that will require rental registration.

- **Discussion - Residential Fire Alarm Program:** Code Enforcement Officer Locke stated that this matter was brought forward by Councilman Boutcher. The proposal would require property owners with more than two (2) rental units in a property would need to install a fire alarm. Code Enforcement Officer Locke stated that this is not required by the Fire Code and noted that Chief Lynch is opposed to this regulation due to the increased number of false alarm calls that could result. Chairwoman Pancoe recommended establishing a program where the Borough would inspect a property for smoke detectors when a property changes hands.

Further discussion of this matter was tabled to a future meeting. No action was taken.

- **501/505 York Road - Status of fire and restoration actions and timelines:** Code Enforcement Officer Locke reported that he electricity has been restored to the property and certain businesses have begun to reopen. The transfer has been placed in the same location, but now is surrounded by 8-inch bollards.
- **Progress on Lindy properties projects:** Code Enforcement Officer Locke stated that the Borough is awaiting EDU approvals for certain properties.
- **Inspections performed and close out of projects and escrow accounts:** Assistant Manager Bashore stated that the Borough was holding escrow two (2) projects. Code Enforcement Officer Locke stated that he inspected the properties and both have been completed.

ACTION: On motion of Councilman Danilak, seconded by Vice-President Marlowe, the motion recommending release of escrow funds for 405 Newbold Road and 300 York Road Associates passed unanimously.

- **Denied Zoning Application - Cell Tower:** Code Enforcement Officer Locke reported that he denied an application for Metro PCS to locate on a cell tower at 610 York Road due to height. Code Enforcement Officer Locke reported that they have indicated that they will file an appeal of his decision to the Zoning Hearing Board.
- **Fire Alarms install in High Rise and Gateway Commercial Districts:** Code Enforcement Officer Locke reported that the property owners in these zoning districts are working to upgrade their fire alarm systems.

Adjournment: On motion of Chairwoman Pancoe, seconded by Councilman Danilak, the motion to adjourn the meeting passed unanimously.

Please see "Action Items" list on next page.

Action Items

February 11, 2013

Carolyn Hanel, Borough Manager	Sidewalk & Curb maintenance - Research if a local bank would be able to establish a loan program for residents Rental Registration Program - Direct Borough Solicitor to prepare an amendment to chapter 142 of the Borough Code for full Council
Chris Bashore, Assistant Manager	Escrow releases - Prepare information for full Council