



BUILDING, ZONING, & REVITALIZATION COMMITTEE

AGENDA

January 14, 2013

7:30 p.m.

Call to Order: Chairwoman Pancoe called the meeting to order at 7:30 p.m.

Attendance:

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

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

Reports

- **Jenkintown Planning Commission:** There was no report provided.
- **Design Review Board:** Code Enforcement Officer Locke reported that the Design Review Board will meet to discuss the proposed renovations for 208 York Road. The plans were reviewed for the benefit of the Committee. Councilman Boutcher asked about sprinkler requirements for the building. Code Enforcement Officer Locke stated that they would not have to sprinkle the building as it is currently submitted; however, if the use changes, then the building would need to have sprinklers installed per the fire code. Code Enforcement Officer Locke reported that the proposed use is an assembly hall with unfixed seating. Code Enforcement Officer Locke noted that the applicant understands the desire to preserve the integrity of the Trumbauer architecture.
- **Director of Codes & Zoning:** A written report was provided with the monthly meeting materials. Code Enforcement Officer Locke reported that the UCC Appeals Board met for an organizational meeting in December. Code Enforcement Officer Locke noted that he is working on creating construction standards based on the existing codes in order to assist contractors and property owners. Councilwoman Soltysiak asked about the parking issue on Summit Ave. Manager Hanel reported that she has reached out to the property owner and is working with them to rectify the situation.

Old Business

- **Property Maintenance Initiative:** Code Enforcement Officer Locke reported that the properties he has sent notices to have come into compliance. It was noted that the situation involving 108 Walnut Street will be forwarded to the Borough Solicitor for guidance.
- **EDU – Filing status, procedures, and remaining allocations:** Code Enforcement Officer Locke reported that EDU approvals have been move through in a timely fashion, noting that the new engineer with Cheltenham Township is working well with the Borough. It was noted that there are approximately 7.5 EDUs remaining in the originally allocated pool.

Councilman Boutcher asked about the status of the Intermunicipal Agreement with Cheltenham Township. Manager Hanel reported that a meeting was held with the Borough Solicitor and Engineer, noting that several comments on the proposed agreement will be provided to Cheltenham Township. A meeting will be held with the PA Dept. of Environmental Protection on January 17, 2013. Code Enforcement Officer Locke noted that he was hopeful that more EDUs would be released with the new agreement. Manager Hanel noted that she is hopeful that the recent sewer projects will assist in obtaining more EDUs.

- **Fire Inspection Program – Status and progress:** Code Enforcement Officer Locke reported that approximately 25% of the commercial buildings in the Borough have been inspected. New letters will be issued in 2013.
- **Sidewalk & Curb Maintenance Repair Program – Letters for affected properties:** Code Enforcement Officer Locke presented draft letters to property owners living on streets slated for paving. Code Enforcement Officer Locke noted that the Borough has an ordinance requiring maintenance of the sidewalk and curb of the property owner. The hope is to provide property owners with six (6) months notice. Preliminary notices will be sent to all property owners that their street will be paved and an inspection will be done in order to determine if there is maintenance that is necessary for the sidewalk and curb. An inspection will then be done and properties requiring maintenance will then receive a letter notifying them that they need to perform repairs to the sidewalk and curb.

Code Enforcement Officer Locke noted that a final letter will be sent within 60 days if compliance is not obtained. It was noted that the code allows for the Borough to complete the work and lien the property if compliance is not obtained. Chairwoman Pancoe asked if completion of the repairs by the Borough was allocated in the paving budget. Manager Hanel stated that it was not. Councilwoman Durkin stated that she would like a contingency placed in the 2014 budget in the event that the Borough would need to do the sidewalk and curb repairs.

Councilwoman Pancoe stated that she will review the proposed letters and provide comments to Code Enforcement Officer Locke.

New Business

- **2013 Fee Schedule – Changes/additions for items involving building and zoning:** This matter was discussed during the Administration and Finance Committee meeting.

- **Status updates on new and proposed businesses and projects:** Code Enforcement Officer Locke reported on the status on new and proposed businesses and projects. It was noted that Velvet Sky received its EDU approval for expansion. Councilwoman Durkin asked about the status of the restaurant scheduled to open in the former location of Ice Creations. Code Enforcement Officer Locke stated that there were personal reasons that have prevented the restaurant from opening. Code Enforcement Officer Locke noted that they have received all their necessary approvals.

Chairwoman Pancoe asked about the status of the Piazza at Jenkintown. Code Enforcement Officer Locke stated that two (2) of the four (4) buildings have received the necessary approvals. All the necessary EDUs have been approved. Code Enforcement Officer Locke reported that he met with the property owner to discuss the steps going forward.

- **Mural Regulations:** Code Enforcement Officer Locke noted a discrepancy between the codes regulating murals. The code specifies a fee of \$25.00, but requiring Conditional Use, which would cost approximately \$400.00. No applications have been filed, but there have been inquiries. Code Enforcement Officer Locke recommended amending the ordinance. Chairwoman Pancoe recommended having the Borough Solicitor review the entire section. Manager Hanel recommended removing any references to fees from the ordinances and having them reflected in the fee schedule.

The Committee directed Manager Hanel to have the Borough Solicitor to review the section and the code in order to remove any fees from the ordinance.

Adjournment: On motion of Vice-President Marlowe, seconded by Councilwoman Durkin, the motion to adjourn the meeting passed unanimously.

Please see “Action Items” list on next page.

Action Items

January 14, 2013

Carolyn Hanel, Borough Manager	Mural regulations – Have Solicitor prepare ordinance amendments for February meeting
--------------------------------	---