

*This meeting will take place entirely via Zoom. Participation is enabled via telephone, smartphone, tablet or personal computer. Please mute yourself for the duration of the meeting unless you are called upon to comment. 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. There are several ways to comment on an item: 1) raise your hand (to your camera or using the hand raise button); 2) dial *9 from your phone and wait until you are called on. Three minutes are allotted per speaker per agenda item. If you would like to send your comment in advance of the meeting, you may email it to alupino@cheltenhampa.gov no later than 24 hours prior to the meeting.*

If you are unable to participate in the live meeting, the meeting will be recorded and posted on the Township's [website](#), [YouTube](#) and [Facebook](#) pages.

BUILDING AND ZONING COMMITTEE

Monday, January 6, 2025
8:45 p.m. | Zoom Web Conference

*To Join Zoom Video Meeting: [Click Here](#)
or dial by your location:*

+1 929 436 2866 US (New York)

+1 301 715 8592 US (Washington, D.C.)

Meeting ID: 880 3497 3359, Password: 962217

AGENDA

1. Zoning Hearing Board Agenda for January 13, 2025 (see attached).
 - a. Appeal #23-3778, Foxlane Homes, LLC for 1777 Willow Grove Avenue.
2. Receipt of Monthly Citizen's Committee Meeting Minutes (see attached).
 - a. Planning Commission – December 16, 2024.
 - b. Board of Historical & Architectural Review – December 19, 2024.
 - 1) Consider approval of a Certificate of Appropriateness for Application W24-339 of Sunpreet Singh, representative for the property of 105 Greenwood Avenue, Wyncote, PA 19095, for the replacement of a storefront window, removal of the smaller price sign, and replacement of the larger price sign with a digital sign.
3. Receipt of Planning & Zoning Monthly Reports for December 2024 (see attached).
4. Report of the Building Inspector for December 2024 (see attached).
5. Report of the Code Administrator for December 2024 (see attached).
6. Old Business
7. New Business
 - a. Consider recommending the Board of Commissioners authorize advertisement of a Public Hearing, to consider public comment on an Ordinance amending Chapter 295, Section 295-405 Regarding "Personal Care Business", "Accessory Roof mounted Solar Systems", Sections 901, 1001, 1101, 1201, 1301, 1401, 1501, regarding "Permitted uses", Section 295-2301, Regarding "General Parking Regulations by Land Use", and Section 295-2601 Regarding "Yard Regulations and Front Yard Projections" (see attached).
8. Citizen's Forum
9. Adjournment


Alyson Elliott
Township Manager

**Zoning Hearing Board Agenda for
January 16, 2025**

NOTICE

NOTICE IS HEREBY GIVEN that an application for Zoning Relief for 1777 Willow Grove Avenue, Glenside, PA 19038 will be reviewed by the following Township Committees which will offer a recommendation to the Zoning Hearing Board:

- a. **Cheltenham Township Planning Commission on Monday, December 16, 2024, at 7:30 P.M. via Web-Conference.**
<https://cheltenhamtownship.org/agendalist.aspx?categoryid=889>
- b. **Cheltenham Township Building & Zoning Committee on Monday, January 6, 2025, at 8:45 P.M. via Web-Conference.**
<https://cheltenhamtownship.org/agendalist.aspx?categoryid=896>

This application will be heard by the Zoning Hearing Board on Monday, January 13, 2025, at 7:30 P.M. at Curtis Hall, at Curtis Arboretum, Greenwood Avenue and Church Road, Wyncote, PA 19095.

APPEAL NO. 24-3778: Application of Foxlane Homes, LLC, equitable owner of the premises known as 1777 Willow Grove Avenue, Glenside, PA 19038, from the Decision of the Zoning Officer for Zoning Relief to allow for the construction of 43 townhouses on the property located within the R-1 Residential Zoning District.

- a. Section 295-501, a variance to permit the development of a G-7, Townhouse Unit (Single-Family attached), in the R-1 Residential Zoning District where a G-7 Use is not currently provided for.
- b. Section 295-405.G(7), a variance to permit the townhouses from being located on individual lots and from the associated lot area requirements.
- c. Section 295-405.G(7)(d), a variance to permit double-width parking space for interior units.
- d. Section 295-502.A, variances from the following dimensional requirements of the R-1 Residential Zoning District:
 1. To permit 20% of building coverage where the allowable maximum is 15%.
 2. To permit 45% impervious surface coverage where the allowable maximum is 35%.
 3. To permit townhomes to have a 20 foot front yard setback from the proposed internal street, where 50 feet is required.
- e. Section 295-704.A(1), a variance to permit end unit garages to be front loading rather than located behind or on the side of the unit as required by this subsection.
- f. Section 295-704.A(2), a variance to permit off-street unenclosed parking to be located at the front of the units rather than to the rear of the units as required by this subsection.
- g. Section 295-704.D(1), a variance to permit 30 feet of separation between groups of buildings where 60 feet of separation is required.

The above application, including site plans, is on file in the Township Administration Building, Planning and Zoning Department, Room 204, 8230 Old York Road, Elkins Park, PA, 19027. Please contact the Planning and Zoning Department at (215) 887-1000 X216 if there are any questions with respect to the application.

Information on how to access the Web-Conference for each Meeting will be posted on the Township's website www.cheltenhamtownship.org under the Planning Commission and Building & Zoning Committee Agendas by the Friday before the scheduled Meeting Date.

**ZHB #24-3778
Zoning Officer**

Cheltenham Township Zoning Hearing Board

Application of Foxlane Homes, LLC

Applicant, Foxlane Homes, LLC (“Foxlane”), is the equitable owner of the +/- 10.15 acre undeveloped parcel located at 1777 Willow Grove Avenue, commonly referred to as the Hansen Tract (“Property”). The Property is more specifically identified as Montgomery County Parcel I.D. No. 31-00-29056-00-1, and is located in the R-1 Residential Zoning District pursuant to the provisions of the Cheltenham Township Zoning Ordinance (“Zoning Ordinance”) and Zoning Map.

The prior use of the Property was residential in nature. Presently, the Property is unimproved and contains lawn/meadow with mature vegetation and minor areas of impervious coverage associated with its prior residential use. Foxlane proposes to develop the Property with forty-three (43) Townhouse Dwelling Units (the “Development”), which is a G-7 Use pursuant to the Cheltenham Township Zoning Ordinance. The Development will include a private access drive with two points of access to Willow Grove Ave. The Development will be served by public sewer and water facilities. The Development proposes a private open space area and private stormwater management facilities. The Development is depicted on a plan prepared by C2C Design Group, entitled “Hansen Tract”, dated November 25, 2024 (the “Plan”).

In order to facilitate the Development, Foxlane requests the following variances:

1. **Section 295-501 of the Zoning Ordinance** – a variance to permit the development of a G-7, Townhouse Dwelling Unit (Single-Family Attached), in the R-1 Residential Zoning District where a G-7 Use is not currently provided for.
2. **Section 295-405.G(7) of the Zoning Ordinance** – a variance to permit the townhouses from being located on individual lots and a variance from the associated lot area requirements.
3. **Section 295-405.G(7)(d) of the Zoning Ordinance** – a variance to permit double-width parking space for interior units.
4. **Section 295-502.A of the Zoning Ordinance – Dimensional Standards** – a variance from the following dimensional requirements of the R-1 Residential Zoning District:
 - a. To permit 20% of building coverage where the allowable maximum is 15%.
 - b. To permit 45% of impervious coverage where the allowable maximum is 35%.
 - c. To permit the townhomes to have a 20 foot front yard setback of the from the proposed internal street, where 50 feet is required.

5. Section 295-704.A of the Zoning Ordinance – Parking Requirements

- a. Section 295-704.A(1) – to permit end unit garages to be front loading rather than located behind or on the side of the unit as required by the this subsection.
- b. Section 295-704.A(2) – to permit off-street unenclosed parking to be located at the front of the units rather than to the rear of the units as required by this subsection.

6. Section 295-704.D(1) of the Zoning Ordinance – Building Separation – to permit 30 feet of separation between groups of buildings where 60 feet of separation is required.

The Property is irregularly shaped in that it is shaped like a triangle. Due to this unique physical condition, the Property cannot be developed in strict conformity with the Zoning Ordinance, and the variance relief requested is therefore necessary to enable reasonable use of the Property. The proposed use and development of the Property will be consistent with the character of the neighborhood and will not adversely impact the use or development of adjacent properties nor be detrimental to the public health, safety, and welfare. If authorized, the variances requested will represent the minimum variance that will afford relief and represents the least modification possible of the regulations at issue.

Township of Cheltenham

Montgomery County, Pennsylvania

Board of Commissioners
Matthew D. Areman, *President*
Irv Brockington, *Vice President*
Jeff Chirico
Dwight Pedro Lewis
Daniel B. Norris
Ann L. Rappoport
Mitchell Zygmund-Felt

Township Manager
Alyson Elliott



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

Phone: 215-887-1000
Fax: 215-887-1561
www.cheltenhamtownship.org

July 30, 2024

Foxlane Homes, LLC
500 Office Center Drive
Suite 200
Fort Washington, PA 19034

Re: 1777 Willow Grove Avenue – Tax Id # 310029056001

Dear Sir/Madam:

Pursuant to your Zoning Determination Request with an attached site plan, received by the Township on June 24, 2024, and revised site plan via email on July 2, 2024, a review has been completed with respect to the proposal to construct 43 townhouse dwelling units (single-family attached) on the referenced property located in the R-1 Residential Zoning District.

Attached please find the following information from the Cheltenham Township Code for your review:

1. Section 295-501., Permitted uses in the R-1 Residential Zoning District.
2. Section 295-502., Dimensional Standards in the R-1 Residential Zoning District.
3. Section 295-405.G.(7), Use G-7: Townhouse Dwelling Unit (Singled-Family Attached).
4. Section 295-702., Dimensional Standards in the R-3 Residential Zoning District.
5. Section 295-704., Additional regulations applying to single-family attached dwellings.

It appears from a review of the submitted information (copy attached) and Township Code Sections, that the proposed construction of 43 townhouse dwelling units (single-family attached) is not permitted.

Based on a review of the requirements in the existing R-1 Residential Zoning District at a minimum it appears that the following Zoning Relief would need to be obtained from the ZHB :

1. A variance from Section 295-501., to allow for Use G-7, Townhouse Dwelling Unit (Single-Family Attached) in the R-1 Residential Zoning District.
2. A variance from Section 295-502., for having less than required minimum lot size 20,000 sq. ft.
3. A variance from Section 295-502., for having a front yard setback of 40' in place of the required 50'.
4. A variance from Section 295-502., for having a side yard setback of less than the required aggregate of 40'; neither side shall be setback less than 15'.
5. A variance from Section 295-405.G.(7), for not having the lots individually divided.
6. A variance from Section 295-405.G.(7)(d), for not uses single width for interior units.

Additionally, a determination could not be made with respect to the following Code Sections based on the R-1 Residential Zoning District review:

1. Section 295-405.G.(7)(f), on whether there would be a basement in the townhouses that would allow a single-car garage to be utilized as required parking spaces.
2. Section 295-502., for compliance with the maximum building coverage of 15% per lot.
3. Section 295-502., for compliance with the maximum impervious surface coverage of 35% per lot.

Based on a review of the requirements from the R-3 Residential Zoning District, specifically the dimensional standards, in addition to triggering a map amendment, at a minimum it appears that the following Zoning Relief would need to be obtained from the ZHB:

1. A variance from Section 295-501., to allow for Use G-7, Townhouse Dwelling Unit (Single-Family Attached) in the R-1 Residential Zoning District.
2. A variance from Section 295-704.A.(1), parking requirements, to have garages located on the front of the dwelling in place of the requirements that garages shall be located behind the unit or side entry.
3. A variance from Section 295-704.A.(2), parking requirements, that off-street unclosed parking for all units shall be located to the rear of the units.
4. A variance from Section 295-704.D.(1), building separation, that to less than a sixty-foot separation between groups of buildings.
5. A variance from Section 295-405.G.(7), for not having the lots individually divided.
6. A variance from Section 295-405.G.(7)(d), for not uses single width for interior units.

Additionally, a determination could not be made with respect to the following Code Sections based on the R-3 Residential Zoning District review:

1. Section 295-702., for compliance with the minimum lot area for single-family attached dwellings of 3,000 sq. ft. per lot.
2. Section 295-702., for compliance with the maximum building coverage of 30% per lot.
3. Section 295-702., for compliance with the maximum impervious surface coverage of 50% per lot.
4. Section 295-702., for compliance with the minimum green spaces of 50% of the front yard.
5. Section 295-704.F.(1), for compliance with the required open space of a least 20% of the gross tract area.
6. Section 295-704.F.(4), for compliance that no more than 10% of the allotted open space shall contain stormwater management facilities.

Attached please find a copy of the Township's ZHB application for your reference.

Once Zoning has been resolved, Land Development review and approval, including the installation of Stormwater Management System(s) that accounts for 100% of the property, along with the submission of a Sewer Planning Module will be required. If this will be developed as one lot, the impervious surface coverage should be calculated at the overall lot area.

If you have any questions or need additional information, please feel free to contact the Planning & Zoning Department at (215) 887-1000 ext 213.

Sincerely,



Robert J Habgood
Assistant Director Planning & Zoning

cc: Board of Commissioners*
Alyson Elliott, Township Manager*
Henry Sekawungu, Director Planning & Zoning*
Scott Lynch, Fire Marshal*
Ed Diasio, Township Solicitor*

*Sent via email



CHELTENHAM TOWNSHIP
PLANNING AND ZONING DEPARTMENT
8230 OLD YORK ROAD
ELKINS PARK, PA 19027
(215) 887-1000

ZONING DETERMINATION REQUEST

Requestor's Name (Please Print): Foxlane Homes, LLC

Requestor's Address: 500 Office Center Drive, Suite 200 Fort Washington PA 19034

Requestor's Telephone#: 484-684-8370 Email: jrathfon@mmgaps.com

Property Address Requested: 1777 Willow Grove Avenue

Parcel ID (if known): #31-00-29056-00-1

Explain in Detail the Proposed Use for the Property: See attached

(Separate page can be attached for additional detail on the proposed use. Please include information on previous use. Business uses should include proposed hours of operation, number of staff, and available off-street parking.)

Site Plan attached: Yes No

Site plan should include dimensions of existing structures and impervious surfaces on the property, and the dimensions and locations of proposed improvements

Fee payable to Cheltenham Township: Residential \$ 80
Non-Residential \$ 125
(including Multi-Family)

Requestor's Signature: Charles Frantz Date: 6/24/2024

Hansen Tract – 1777 Willow Grove Avenue

Zoning Determination Request

June 24, 2024

Supplemental Application Sheet

Explain in Detail the Proposed Use for the Property:

The property consists of approximately 10 acres of land located in the Township's R1 Residential Zoning District. The prior use was residential in nature (single-family residential) and the current land cover is lawn/meadow with some mature vegetation and minor areas of impervious associated with the prior residential land use.

The applicant is proposing to develop the property as a residential development with the construction of 43 Townhouse Dwelling Units (Single-Family Attached), Use G-7, on lots of greater than 2500 square feet. The development will include a private access drive having two points of access to Willow Grove Avenue. The development will be served by connection to public water and sewer utilities. The development includes a private open space area and private stormwater management facilities. Parking on-lot (driveways) and additional visitor parking will be provided in the numbers and dimensions as required by ordinance.

Specifically, as shown on the enclosed plan, the dwellings will be arranged in groups of fewer than 6 units, with a variation of at least 18 inches. Garages will take access at the front of each unit. Units are designed at fewer than 3 stories or 40 feet in height.

PROJECT #	14-0001
DATE	11/17/14
SCALE	1/4" = 1'-0"
DESIGNED BY	WJ/MSA
CHECKED BY	WJ/MSA
DATE	11/17/14
DATE	11/17/14
DATE	11/17/14

HANSEN TRACT

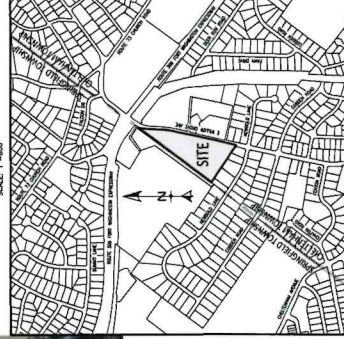
CHELTENHAM TOWNSHIP
MONTGOMERY COUNTY, PA

**CONCEPTUAL
43 CARRIAGE HOUSE UNITS**

C2C DESIGN GROUP
27 East First Avenue
Wilmington, PA 19380
610.850.8900 www.c2cgroup.com

C2C DESIGN GROUP
Civil Engineering and Surveying
Soil/Earth Retention Contractors to
Construction

REV NO.	DATE	REVISION



- NOTES**
- OWNER: HANSEN, L.P.
1401 HANSEN ROAD
WILMINGTON, PA 19380
 - PROJECT: 43 CARRIAGE HOUSE UNITS
PROJECT NO: 14-0001
PROJECT DATE: 11/17/14
 - GENERAL CONTRACTOR: C2C DESIGN GROUP
15507 PINE GROVE AVENUE
WILMINGTON, PA 19380
FIELD NO: PG 2011-1-100
 - INTENT OF PLAN: TO CONSTRUCT 43 CARRIAGE HOUSE UNITS AND ASSOCIATED IMPROVEMENTS.
 - SEWERAGE: SEWERAGE TO BE SERVED BY PUBLIC WATER.
 - UTILITIES: UTILITIES TO BE SERVED BY PUBLIC WATER.
 - WETLANDS: THERE ARE NO KNOWN WETLANDS LOCATED ON THE PROJECT SITE PER FEDERAL, STATE, OR LOCAL REGULATIONS. WETLANDS IDENTIFICATION (WAI) SUPPORT.
 - ELEVATIONS: ELEVATIONS SHOWN ARE BASED ON THE SITE PER FEMA MAP PANEL NO. 14050 C0200 WHICH IS THE BASIS FOR THE ELEVATIONS SHOWN ON THIS PLAN.



**ZONING INFORMATION - CHELTENHAM TOWNSHIP
R1 RESIDENTIAL DISTRICT**

ITEM	REQUIREMENT	PROPOSED
MINIMUM LOT AREA	10,000 SQ. FT.	10,000 SQ. FT.
MINIMUM FRONT YARD SETBACK	100 FT.	100 FT.
MINIMUM SIDE YARD SETBACK	25 FT.	25 FT.
MINIMUM REAR YARD SETBACK	25 FT.	25 FT.
MINIMUM FRONT PORCH DEPTH	5 FT.	5 FT.
MINIMUM FRONT PORCH WIDTH	5 FT.	5 FT.
MINIMUM FRONT PORCH AREA	100 SQ. FT.	100 SQ. FT.
MINIMUM FRONT PORCH SETBACK	5 FT.	5 FT.
MINIMUM FRONT PORCH ELEVATION	1.5 FT. ABOVE FINISHED GRADE	1.5 FT. ABOVE FINISHED GRADE
MINIMUM FRONT PORCH DEPTH	5 FT.	5 FT.
MINIMUM FRONT PORCH WIDTH	5 FT.	5 FT.
MINIMUM FRONT PORCH AREA	100 SQ. FT.	100 SQ. FT.
MINIMUM FRONT PORCH SETBACK	5 FT.	5 FT.
MINIMUM FRONT PORCH ELEVATION	1.5 FT. ABOVE FINISHED GRADE	1.5 FT. ABOVE FINISHED GRADE

LOCAL SPACE CHARACTERISTICS

MINIMUM OPEN SPACE: 10% OF TOTAL TRACT AREA REQUIRED
MINIMUM OPEN SPACE: 2.5% OF TOTAL TRACT AREA REQUIRED
MINIMUM OPEN SPACE: 2.5% OF TOTAL TRACT AREA REQUIRED
MINIMUM OPEN SPACE: 2.5% OF TOTAL TRACT AREA REQUIRED

GRAPHIC SCALE
1" = 100 FT.

SPRINGFIELD TOWNSHIP
SUNSET HOLLOW TOWNSHIP

Monthly Citizen's Committee

Meeting Minutes

A regular meeting of the **PLANNING COMMISSION** for December 2024 was held tonight via web-conference, Chair Thom Cross presiding. Members present were Kia Baker, Carl Freedman, Caitlin DiMarzio, and Jesse Smith. Staff present via web-conference were Henry Sekawungu, Director of Planning and Zoning; Robert Habgood, Assistant Director of Planning and Zoning; Julia Detwiler, Planner 1; Galya Globberman, Junior Planner; and Chloe Mohr, Montgomery County Planning Commission (MCPC).

Mr. Cross called the meeting to order at 7:30 p.m. A quorum was present.

1. Mr. Smith motioned to recommend approval of the November 25, 2024, minutes. Mr. Freedman seconded, and the motion passed unanimously.
2. Review of Zoning Hearing Board (ZHB) Agenda for January 13, 2025.
 - a. Appeal 24-3777, Target Corp., for 2450 Shoppers Lane.

Ms. Ameer Farrell, Esq., was present for the applicant and provided the following information on the proposed zoning relief to install some additional signage to the wall and for order/drive-up.

- Prior ZHB Appeal #18-3627 granted relief for three (3) parallel wall signs of 352.6 sq. ft.
- Target proposing to install two (2) additional parallel wall signs for a total of five (5) with a size of 397.6 sq. ft.
- Increasing the drive-up/pickup order parking to a total of twelve (12) spaces.
- Have new directional signs for the drive-up/pickup order parking spaces of 5 sq. ft. that includes a logo.
- Two (2) beacon signs will be added to assist customers on where to park and will have 4 sq. ft. of signage on each side for a total of 16 sq. ft.
- The proposed drive-up/pickup order spaces will not affect the required number of parking spaces.

Discussion ensued with respect to the following:

- Justification for zoning relief for the additional signage.
- The size of the proposed signage

Mr. Smith motioned to recommend approval. Mr. Freedman seconded, and the motion passed unanimously.

- b. Appeal 24-3778, Foxlane Homes, LLC, for 1777 Willow Grove Avenue.

Ms. Kellie McGowan, Esq., was present for the applicant along with various representatives from Foxlane Homes. Ms. McGowan and Foxlane Homes provided the following information with respect to the project.

- A prior settlement agreement allowed for the construction of eight (8) four story buildings with 216 age-restricted units, and 388 parking spaces.
- The current proposal is to construct 43 townhouses on the 10-acre property located within the R-1 Residential Zoning District.
- That a G-7 Use: Townhouse is proposed in the R-1 Zoning District.
- The dimensions of the townhouses would be 32' x 64'.
- The development would have two (2) access points off of Willow Grove Avenue.
- Each townhouse would have a double wide driveway and there would be 49 on-street parking spaces.
- The development would have a private open space and stormwater management system.
- The development would have an H.O.A. with the residents just owning their townhouse.
- The variances being requested were reviewed.

Discussion ensued with respect to the following:

- Re-zoning the property from R-1 to R-3.
- The differences between the prior age-restricted plan and the proposed townhouse plan.
- Reason for the removal of the prior access road to the Springfield Township development. Foxlane Homes advised that the emergency access road was relocated to a new location by the existing carriage homes.
- Proposed sidewalk along Willow Grove Avenue.
- The distance separation between the group of townhouse buildings.
- The difference between the Springfield development and the proposed development.
- The appearance of the proposed townhouses on all sides.
- Whether the width of the proposed cart-way could be reduced.

Ms. Chloe Mohr, MCPC, stated that the proposed plan could be improved regarding the appearance of the townhouses, and possible sidewalks along the interior road and Willow Grove Avenue.

Resident Wendy Blutstein, 185 Hillcrest Road, expressed the following comments to the Planning Commission.

- That the proposed use is better than the previous plan but that the density could still be less.
- The residents would like the existing brick wall along Willow Grove Avenue, and some of the large existing trees to remain.
- Believes that there will be slight distance issues at the access points and was wondering if the interior road could be one-way.

Foxlane Homes advised that a Traffic Study and review by PennDOT would be required, and the results would determine what the final status would be for the existing brick wall.

Mr. Sekawungu advised that the sewer for the proposed project would be going into Springfield Township.

Mr. Freedman motioned to recommend taking no action. Mr. Smith seconded, and the motion passed unanimously.

c. Appeal 24-3776, Manuel Chacaliaza for 316 Sinkler Road.

Mr. Manuel Chacaliaza was not present at the meeting.

Mr. Habgood advised that the proposed relief was to allow for the expansion of the existing driveway, started without approval, which would cause parking to be between the building and street.

Discussion ensued with respect to the following:

- The location of the driveway on the corner lot.
- Whether on-street parking is available in front of the building on Sinkler Road.
- The applicant starting the work without first obtaining the required approvals.

Mr. Cross motioned to recommend denial. Mr. Smith seconded, and the motion passed unanimously.


3. Old Business – None

4. New Business

a. Mr. Habgood reviewed the decision of the previous ZHB Appeals.

b. Ms. Mohr updated the Commission on the Comprehensive Master Plan regarding possible improvements to downtown Glenside.

- c. Ms. Kia Baker announced that this would be her last meeting with the Planning Commission as she is stepping down. She thanked the Planning Commission for her four (4) years as a member.
5. Adjournment - Mr. Cross adjourned the meeting at 9:43 PM as there was no other business.



Alyson Elliott

Township Manager

Per: Robert J. Habgood

Township of Cheltenham
Board of Historical and Architectural Review
Thursday, December 19 at 6:30 P.M.

Location: Video Web Conference Call

Present: Mr. Clive Copping, Chair yes
Ms. Darlene Melton, Vice Chair
Ms. Earnestine Wilson, Member
Mr. Thomas Cinaglia, Member
Mr. Henry Sekawungu, Staff
Ms. Galya Globerman, Staff

Absent: Mr. Timothy Hinchcliff, Member
Ms. Zilan Munas-Bass, Member
Mr. Geoff Garlow, Member
Ms. Julia Detwiler, Staff

1. Mr. Copping called the meeting to order at 6:44 P.M. A quorum was present.
2. Ms. Wilson made a motion for acceptance for the November 21, 2024, BHAR meeting. Ms. Melton seconded the motion, and the minutes were unanimously approved.
3. *Consideration of Application W24-339 of Sunpreet Singh, representative of 105 Greenwood Avenue, Wyncote, PA 19095, for a Certificate of Appropriateness for the replacement of a storefront window, removal of the smaller price sign, and replacement of the larger price sign with a digital sign.*

Mr. Singh, representative of the property, was present for the application.

Discussion ensued with respect to the following:

- Mr. Sekawungu provided background on the application, which included the applicant's previous application in 2023 and relevant aspects of the stipulated court agreement between the applicant and the Township.
- This is not a historically contributing property.
- Overall, the completed improvements have made the property look better.

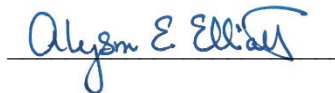
Ms. Wilson made a motion to approve the application. Mr. Cinaglia seconded the motion and, the recommendation passed unanimously.

Recommendation to the Building and Zoning Committee: Upon motion of Ms. Wilson, seconded by Mr. Cinaglia, the BHAR recommended approval of the certificate of Appropriateness for the replacement of a storefront window, removal of the smaller price sign, and replacement of the larger price sign with a digital sign.

4. Old Business
 - a. Robinson Park. Mr. Copping discussed his participation in a previous meeting for Robinson Park where he acted as a representative of the BHAR. At said meeting, Mr. Copping recommended conducting a survey on cultural resources for the park.

5. New Business

- a. Cornell War Memorial: Restoration and Preservation – Clive Copping. – Postponed to next meeting.
 - b. Prospective BHAR members: Mr. Sekawungu asked for recommendations for new BHAR members.
 - c. Wyncote Academy: A question about Wyncote Academy moving to 38 E. Glenside arose.
 - d. Zoom links: BHAR members expressed difficulty accessing the meeting's Zoom link and recommended improvements.
6. Adjournment. There being no further business, Ms. Wilson made a motion to adjourn. Ms. Melton seconded the motion, and the meeting was adjourned at 7:08 P.M.



Alyson Elliot
Township Manager

Per Galya Globerman

Planning & Zoning

Monthly Reports

Planning & Zoning Monthly Report

A/C	NAME	YTD 2024	Dec 2024	MONTHLY FEES(RESIDENTIAL)	MONTHLY FEES(COMMERCIAL)	EXPEDITED Z&U	2024 YTD TOTAL FEES
01000R1111-000	Zoning & Use Certification	441	31	\$2,080.00		\$1,250.00	\$45,610.00
01000R1111-017	Zoning Determinations/ Code Violations	249	5	\$400.00			\$25,865.00
01000R1111-015	Earth Disturbance Permit Applications	24	1	\$425.00			\$6,525.00
	Sewer Capacity Review (EDU's)	14	0				
01000R1101-000	Zoning Hearing Board Applications	34	6				\$31,300.00
	SALDO Applications	7	1		\$900.00		\$25,995.25
				Residential	Commercial		
	Violation Notices	58	3	2	1		
	Citations Filed	11	0				
	Civil Complaints Filed	4	0				
	BHAR/COA's	11	0				
	C.E.D. Signs/COA's	16	2				
	Floodplain Permits	38	6				
	Right-to-Know	91	11				
	Training Courses	87	2				

Last revised 12/31/24

Report of the Building Inspector

For December 2024



Cheltenham Township
Building and Codes Department
 8230 Old York Rd
 Elkins Park PA 19027
 Phone: (215)887-1000 Fax: (215)887-1561

Summary Permit Report

Permits Issued Between 11/23/2024 And 12/31/2024

Construction Permit Type	# Issued	Total Fees
1 Building - Alterations	16	\$10,176.00
2 Building - Deck	2	\$1,249.50
3 Building - Demolition - Residential	1	\$49.50
4 Building - Roof - Siding	14	\$9,750.50
5 Earth Disturbance - Commercial Earth Disturbance	1	\$425.00
6 Earth Disturbance - Residential Earth Disturbance	2	\$500.00
7 Electrical - Alteration	16	\$36,922.50
8 Fire Protection - Fire Alarm System	1	\$1,069.50
9 Fire Protection - Tank Installation / Removal	1	\$50.00
10 Mechanical - HVAC	9	\$4,280.50
11 Plumbing - Alteration	6	\$958.68
12 Plumbing - Lateral Replacement	1	\$409.50
13 Plumbing - Repair	2	\$1,301.50
14 Zoning - Fence	7	\$541.50
15 Zoning - Shed (<1000sf)	1	\$109.50
16 Zoning - Sign - Permanent	2	\$129.00
Totals:	82	\$67,922.68

Residential / Commercial

Commercial	9
Residential	73
PA UCC Fee	\$355.50

Total Fees: 11/23/2024 And 12/31/2024			Year To Date		
Permit Type	Count	Permit Fees	Permit Type	Count	Permit Fees
1 Building	33	\$21,225.50	1 Building	592	\$1,242,247.05
2 Dumpster	0	\$0.00	2 Dumpster	0	\$0.00
3 Earth Disturbance	3	\$925.00	3 Earth Disturbance	18	\$4,425.00
4 Electrical	16	\$36,922.50	4 Electrical	109	\$77,695.37
5 Fire Protection	2	\$1,119.50	5 Fire Protection	36	\$10,698.50
6 FOG	0	\$0.00	6 FOG	0	\$0.00
7 Mechanical	9	\$4,280.50	7 Mechanical	119	\$53,881.94
8 Plumbing	9	\$2,669.68	8 Plumbing	135	\$29,903.33
9 Zoning	10	\$780.00	9 Zoning	177	\$22,163.08
Totals:	82	\$67,922.68	Totals:	1186	\$1,441,014.27
Total Cost of Construction: \$2,228,815.66			Total Cost of Construction: \$47,999,982.15		

Report of the Code Administrator

For December 2024

Township of Cheltenham

Montgomery County, Pennsylvania

Board of Commissioners

Daniel B. Norris, *President*
Matthew Areman, *Vice President*
Irv Brockington
Dwight Pedro Lewis
Brad M. Pransky
Ann L. Rappoport
Mitchell Zygmund-Felt

Township Manager

Alyson Elliott



Administration Building

8230 Old York Road
Elkins Park, PA 19027-1589

Phone: 215-887-1000
Fax: 215-887-1561
www.cheltenhamtownship.org

MEMORANDUM

TO: Building and Zoning
ATTN: Alyson Elliott, Township Manager
FROM: Albert Sergio Jr., Assistant Fire Marshal/Code Enforcement
SUBJ: Report of the Fire Marshal Office – December 2024
DATE: December 23, 2024

Complaints and Concerns received: 50

Grass/Weeds – 2	Storm water - 3
Dead/dying, Tree – 7	Overgrowth/Sidewalk – 2
Trash/debris - 14	Vacant property - 19
Overgrowth/Street – 1	
Uninhabitable – 2	

Complaints and/or concerns received via:

FM/Code Office – 23
Public Works – 2
Commissioners – 2
Public/Residents – 21
CTPD – 2

Ward 1

Violation Notices Issued:

- 315 E. Glenside Avenue – Dead/dying tree
- 216 Buttonwood Way – Sump pump discharge
- 507 East Avenue – Trash/debris
- 309 S. Easton Road – Sidewalk Hazard
- 166 S. Keswick Avenue – Vacant
- 50 Clayton Road – Vacant
- 226 Brookdale Avenue – Vacant
- 323 Oak Road – Tent, debris

Ongoing Code Enforcement:

- 416 W. Glenside Avenue – Sump pump discharge

Ward 2

Violation Notices Issued:

- 7905 Cobden Road – Dead/dying tree
- 260 E. Waverly Road – Vacant

Ongoing Code Enforcement:

Ward 3

Violation Notice Issued:

- 1807 Cheltenham Avenue – Trash/debris
- 7900 Old York Road, Unit 202A – Hoarding conditions

Ongoing Code Enforcement:

- 1715-1717 Willow Avenue – Condemned
- 628 Cheltenham Hills Drive – Trash/debris
- 8007 Ivy Lane – Trash/debris, Vacant
- 8000 Old York Road – Vacant land development

Ward 4

Violation Notices Issued:

- 429 Deaver Road – Vacant

Ongoing Code Enforcement:

Ward 5

Violation Notices Issued:

Ongoing Code Enforcement:

- 1 Asbury Avenue – Vegetation Overgrowth, Trash/debris
- 613 Cheltenham Avenue – Vegetation Overgrowth, Trash/debris

Ward 6

Violation Notices Issued:

- 8226 Cadwalader Avenue – Trash/debris

Ongoing Code Enforcement:

- 347 E. Church Road – Vegetation overgrowth, Trash/debris, Dead/dying tree(s)
- 349 E. Church Road – Vegetation overgrowth, Trash/debris, Dead/dying tree(s)

Ward 7

Violation Notices Issued:

- 47 Hilldale Road – Trash/debris
- 52 Hilldale Road – Trash/debris

Ongoing Code Enforcement:

NON-Permitted Code Enforcement:

Working without a sidewalk permit - 1
Working without a curb cut permit. - 1
POD placement no permit -
Dumpster placement no permit - 1

Permitted Inspections Conducted:

Property Inspections - 9
Zoning Use Certification - 4
Fire Marshal Inspections – 11
Sidewalk - 3
Dumpster placement – 2

Rental Property Inspections:

Inspections – 47

New Business



**CHELTENHAM TOWNSHIP
MONTGOMERY COUNTY, PENNSYLVANIA**

ORDINANCE NO. 24__-25

AN ORDINANCE OF THE BOARD OF COMMISSIONERS OF CHELTENHAM TOWNSHIP, MONTGOMERY COUNTY, PENNSYLVANIA AMENDING THE TOWNSHIP CODE, CHAPTER 295: ZONING, SECTION 405: CATEGORIES OF PERMITTED USES, REGARDING ACCESSORY SOLAR SYSTEMS AND PERSONAL CARE BUSINESSES; SECTIONS 901, 1001, 1101, 1201, 1301, 1401, AND 1501 REGARDING PERMITTED USES WITH RESPECT TO PERSONAL CARE BUSINESSES; SECTION 2301: GENERAL PARKING REGULATIONS; AND SECTION 2601: YARD REGULATIONS

WHEREAS, the Township of Cheltenham is a duly incorporated Township of the First Class and a home rule charter community organized and existing under the laws of the Commonwealth of Pennsylvania; and

WHEREAS, Chapter 295 (Zoning) of the Township Code outlines certain Township requirements that are in effect in connection with personal care business uses; and

WHEREAS, Chapter 295 (Zoning) of the Township Code outlines certain Township requirements that are in effect in connection with accessory solar systems;

WHEREAS, Chapter 295 (Zoning) of the Township Code outlines permitted uses in various zoning districts,

WHEREAS, Chapter 295 (Zoning) of the Township Code outlines certain parking and yard regulations; and

WHEREAS, the Board of Commissioners deems it desirable and prudent to codify amendments to the sections of the Code referenced above.

NOW, THEREFORE, the Board of Commissioners of the Township of Cheltenham hereby ordains and enacts as follows:

SECTION I. AMENDMENT TO THE CODE

The Code of the Township of Cheltenham, Chapter 295 (Zoning), Section 405 (Categories of permitted uses), Subsection A(18) (Accessory uses), is hereby amended as follows (deletions noted with ~~strike through~~ and additions underlined):

(18) Use A-18: Accessory ~~Roof Mounted~~ Solar System. An energy system that consists of one or more solar-collection devices, solar energy-related “balance of system” equipment, and other associated infrastructure with the primary intention of generating electricity, storing electricity, or otherwise

converting solar energy to a different form of energy. Solar energy systems may generate energy in excess of the energy requirements of a property if it is to be sold back to a public utility in accordance with the law.

(a) When located on a flat roof, solar energy systems under this use are exempt from the district height requirements.

(b) When located on a sloped roof, solar energy systems under this use shall not exceed the highest point of the roof to which it is attached.

(c) A three-foot setback from all roof edges and ridges shall be provided for roof-mounted solar panels to ensure that firefighters may access the roof in a quick and safe manner.

(d) A ~~4.5~~ 3-foot setback from all roof hips and valleys shall be provided for roof-mounted solar panels to ensure that firefighters may access the roof in a quick and safe manner if solar panels are installed on both sides of the roof hip or valley.

(e) Installed solar modules shall be constructed with at least one anti-reflective layer to reduce reflectivity.

(f)

(i) All solar systems, whether roof-mounted or ground-installed, within the limits of Cheltenham Township shall be approved by both the Zoning Department and the Building & Codes Department. Appropriate permits must be applied for and issued prior to installation of any such systems.

(ii) Roof-mounted solar systems shall only be permitted on one side of the roof to ensure that firefighters may access the roof in a quick and safe manner. If the properties are joining, only 50% of the roof of the applicant's property can be covered.

(iii) All solar system shut offs for both roof-mounted and ground-installed systems shall be located in areas approved in advance by the Fire Marshal, with proper signage also to be approved in advance by the Fire Marshal.

SECTION II. AMENDMENT TO THE CODE

The Code of the Township of Cheltenham, Chapter 295 (Zoning), Section 405 (Categories of permitted uses), Subsection B (Commercial uses), is hereby amended as follows (deletions noted with ~~strikethrough~~ and additions underlined):

(20) Use B-20. Personal care business uses. A personal care business requires direct, physical contact with the customer in the performance of a personal service, including, but not limited to, barbers, beauticians, nail manicurists, estheticians, massage establishments, tattoo parlors and tanning salons. Such uses generally require a license from the Commonwealth Department of Professional Occupations. ~~Personal care business uses of any type shall not be permitted within 500 feet of another substantially similar personal care business use. Such distance between personal care businesses shall be measured from the closest exterior or party wall of the building or portion thereof in which the personal care business use is proposed to be conducted, to the closest exterior or party wall of the building or portion thereof in which another personal care business use is conducted. Substantially similar personal care businesses shall be such businesses that provide materially the same personal care service(s) to customers, as determined by the Zoning Officer. Individual personal care businesses shall be categorized and permitted according to the following subcategories:~~

~~(a) Use B-20a: Personal Care Business. Shall include barbers, beauticians, nail manicurists, tattoo parlors, massage establishments, tanning salons and estheticians.~~

~~(b) Use B-20b: Personal Care Business B. Shall include tattoo parlors, massage establishments, and tanning salons.~~

SECTION III. AMENDMENT TO THE CODE

The following Sections of the Code of the Township of Cheltenham, Chapter 295 (Zoning), are hereby amended in order to update references through the Code to reflect the changes made in Section II above with respect to personal care businesses (deletions noted with ~~striketrough~~ and additions underlined):

- Section 901F(3) Use B-20a: Personal Care Business – ~~A~~;
- Section 1001E(3) Use B-20a: Personal Care Business – ~~A~~;
- Section 1101A(10) Use B-20a: Personal Care Business – ~~A~~;
- Section 1101(11) ~~Use B-20b: Personal Care Business – B~~, [Repealed];
- Section 1201A(1)(j) Use B-20a: Personal Care Business – ~~A~~,
- Section 1201A(1)(k) ~~Use B-20b: Personal Care Business B~~ [Repealed];
- Section 1301A(6) Use B-20a: Personal Care Business – ~~A~~;
- Section 1401E. Use B-20a: Personal Care Business-~~A~~; and
- Section 1501B(3)(c) Use B-20a: Personal Care Business – ~~A~~;

SECTION IV. AMENDMENT TO THE CODE

The Code of the Township of Cheltenham, Chapter 295 (Zoning), Section 2301E (General parking regulations) is hereby amended as follows (deletions noted with ~~striketrough~~ and additions underlined):

Land Use Code	Land Use Typer	Spaces Required
Commercial Uses		
B-20a	Personal Care Business- A	For CDEP Areas: No parking is required for the first 450 square feet of gross floor area space devoted to sales/service; 1 is required for each additional 300 square feet of gross floor area of space devoted to sales/service For All Other Areas: 1 for every 300 square feet of gross floor area of space devoted to sales/service
B-20b	Personal Care Business B	For CDEP Areas: No parking is required for the first 450 square feet of gross floor area space devoted to sales/service; 1 is required for each additional 300 square feet of gross floor area of space devoted to sales/service For All Other Areas: 1 for every 300 square feet of gross floor area of space devoted to sales/service

SECTION V. AMENDMENT TO THE CODE

The Code of the Township of Cheltenham, Chapter 295 (Zoning), Section 2601 (Yard regulations) is hereby amended as follows (deletions noted with ~~strike through~~ and additions underlined):

- A. Front yard projections. No building and no part of a building, swimming pool, carport, or other structure shall be erected within or shall project into the front yard except steps, balconies, cornices, eaves, gutters or chimneys projecting not more than 36 inches, and one-story open porches projecting not more than 10 feet ~~steps and balconies~~. In the R1, R2, R3 and R4 Districts, the required front yard setback area shall be lawn area or landscaped area with the exception of one driveway per street frontage, per each lot. Notwithstanding the foregoing, an awning or a canopy, as defined under Article XXIV, entitled "Signs," of this chapter, may be erected anywhere within the required front yard of any property within a commercial enhancement district as defined in the Cheltenham Township Commercial District Enhancement Plan, as approved and as amended, from time to time by the Cheltenham Township Board of Commissioners. The maximum width of a driveway shall not exceed the lesser of 18 feet or 50% of a property's street frontage.

SECTION VI. DISCLAIMER

Nothing in this Ordinance shall limit, in any manner whatsoever, the Township's right to enforce any ordinance or law of Cheltenham Township, Montgomery County or Commonwealth of Pennsylvania. Nothing in this Ordinance shall be a defense of any citation issued by any municipal corporation or the Commonwealth pursuant to any other law or ordinance.

SECTION VII. SEVERABILITY

The provisions of this Ordinance are severable, and if any Section, sentence, clause or phrase shall be held by a court of competent jurisdiction to be illegal, invalid, or unconstitutional, the remaining portions of this Ordinance shall not be affected or impaired thereby.

SECTION VIII. REPEALER

Any ordinance or part of any ordinance conflicting with the provisions of this Ordinance shall be deemed and the same are hereby repealed to the extent of such conflict.

SECTION IX. FAILURE TO ENFORCE NOT A WAIVER

The failure of the Township to enforce any provision of this Ordinance shall not constitute a waiver by the Township of its rights of future enforcement hereunder.

SECTION X. EFFECTIVE DATE

This Ordinance shall take effect and be in force upon adoption by the Cheltenham Township Board of Commissioners.

DULY ORDAINED AND ENACTED this ____ day of _____, **2025**, by the Board of Commissioners of Cheltenham Township, Montgomery County, Pennsylvania, in lawful session duly assembled.

ATTEST:

**TOWNSHIP OF CHELTENHAM
BOARD OF COMMISSIONERS**

Alyson Elliott
Township Manager and Secretary

By: _____
Matthew D. Areman, President