



Valley Forge Corporate Center
1010 Adams Avenue
Audubon, PA 19403
P 610.650.8101 | F 610.650.8190

gannettfleming.com

May 14, 2025

Henry Sekawungu, Director of Planning and Zoning
Cheltenham Township
8230 Old York Road
Cheltenham, PA 19027

RE: Melrose Country Club – Preliminary Land Development Plan
Review No. 2

Gannett Fleming, Inc. has completed a review of the Preliminary Land Development Plans for the above referenced project. This project is located within the MU3 – Mixed Use District Class 3 Special Exception Standards and is Tax Parcel Number 31-00-01258-00-7 and 31-00-01255-23-5 and contains 115.85 acres. This project proposes the following:

- The construction of a mixed-use community consisting of commercial, residential, recreational and community uses. Site improvements will consist of private roads, parking lots, access drives, sidewalks, curb ramps, utilities, landscaping and stormwater management controls.

The following documents were submitted for our review:

- Waiver request letter dates 04/21/25
- Arborist Review Letter Response
- Traffic Review Letter #3 Response
- Traffic Review Letter #2 Response
- Preliminary Land Development Plan Review #1 Response
- Montgomery County Planning Commission Review #1 Response
- Staff Meeting – Melrose Country Club
- Elevations – 55 Townhome – Caroline
- Elevations – Family Residential Townhomes – Thornewood
- Elevations – Multifamily Building
- Elevations – TBI Care Units
- Elevations – TBI Facility
- Preliminary Land Development Plans – Landscaping Plans, prepared by Kimely Horn last revised 04/21/25
- Preliminary Land Development Plans – Master Land Use – Site Plans, prepared by Kimely Horn last revised 4/21/25

The applicant was before the Zoning Hearing Board Appeal No. 24-3768. A special exception from §295-1501.D was received to allow a Class 3 Mixed Use Development consisting of commercial/retail uses, medical offices, assisted living units, a traumatic brain injury center, 172 market-rate townhouses, 158 age restricted dwelling units (comprised of 134 townhouses and 24 flats) and Township public amenities on the Property in the MU-3 Zoning District.

The applicant has indicated that they are requesting the following waivers:

- §260-15.C – A waiver is requested a waiver to allow a Photo Plan, sheet C-02 (3 of 115), to show the existing features within 200 ft of the track boundaries.
- §260-59.A.(5) – A partial waiver is requested to allow angled or perpendicular parking along private roads in designated locations to provide additional guest for the residential.
- §260-60 – A waiver is requested to from providing curbing along the southside of Tookany Creek Parkway along the property frontage due to existing natural features along the south side of the road.
- §260-40.A(1) – A waiver is requested from providing sidewalk along the southside of Tookany Creek parkway along the property frontage due to existing natural features along the south side of the road.

Preliminary Land Development Plans – Enclave at Melrose

Plans Prepared By: Kimley Horn

Dated: 02/13/2025

Revised: 04/25/2025

Zoning

1. §295-1505.E(5)(4) – Plazas shall include a defining central element, such as a large fountain, sculpture, gazebo, pond, or similar feature. They shall also be improved with a variety of other amenities, such as small fountains, public art, shade trees, trash containers, benches, decorative pedestrian lights, trellises, and/or other similar features. The specific layout and design of required plazas shall be reviewed as part of any subsequent land development submittals, not the special exception. The Township should determine if what the applicant provided on Sheet 105 of 115 is acceptable.
2. §295-1505.E(6) – Refuse area design standards. The storage of refuse and recycling shall be provided inside the building(s) or within an outdoor area enclosed by either walls or opaque fencing at least 6 feet in height. Any refuse and recycling areas outside of the building shall be designed to be architecturally compatible with the building(s) it is servicing and be further screened with landscaping to blend with the scenery. The design

and detail of enclosures shall be determined during the land development process. The applicant will provide during Final Land Development review.

Subdivision and Land Development

1. It is noted that the applicant is requesting a Preliminary Approval for the entire project and Preliminary/Final Approval for the Phase 1 area.
2. §260-15.C – The existing features plan must show the required features within 200 feet of the tract boundaries. An aerial has been provided on sheet 3 of 115 showing all structures and amenities 400 feet surrounding the property. A waiver has been requested by the applicant to allow an Aerial Photo Plan to meet the requirements.
3. §260-15.D(4)(a)[12] – The proposed rights-of-way or easements for the proposed Stormwater Management Systems must be shown on the plans at the time of recording.
4. §260-15.D(4)(o)[5] – Existing and proposed contours including related landscape features such as earthen berms and water features should be added to the landscaping plans. The applicant has indicated this will be completed for all future phases of the project.
5. §260-15.D(5) – The grading and drainage plans must provide the information specified in this section for the “Future Phase Development Area”. The applicant has indicated this will be completed for all future phases of the project.
6. §260-15.D(5)(c)[10] – The stormwater management and erosion control and sedimentation facilities must include the invert elevations for all structures. The applicant has indicated they will comply.
7. §260-15.D(6)(b) – The plans must indicate the sanitary sewer line pipe sizes, lengths, and materials and the invert and rim elevations. The pipe lengths and materials must be added to the plans. The applicant has indicated they will comply.
8. §260-15.D(6)(d) – The plans must indicate the water line pipe sizes and materials. The material of the water line must be added to the plans. The applicant has indicated they will comply.
9. §260-15.D(7)(b) – Cross section and centerline profile for each proposed or widened cartway, driveway, or parking area. Cross sections and centerline profiles must be added to the plans for all phases of the project. The applicant has indicated they will comply.

10. §260-15.D(7)(b)[2] – Profiles for sanitary sewers, water mains, storm drains, including the locations or manholes, inlets, and catch basins must be provided. The applicant has indicated they will comply. The applicant has indicated they will comply.
11. §260-15.D(7)(c) – Preliminary design or any bridges, culverts, or other structures and appurtenances which may be required must be provided as part of the submission. The applicant has indicated they will comply.
12. §260-15.D(8)(e) – Reports or letter regarding availability or sewer and water facilities. Will serve letters must be provided to ensure the receiving water and sewer facilities will have adequate capacity. The applicant has indicated they will comply.
13. §260-17.D(2) – The applicable statements shall be added to the final plans. The applicant has indicated they will comply.
14. §260-17.F(3) – The signatures blocks must be added to the plans. The applicant has indicated they will comply.
15. §260-17.I – The applicable statements must be added to the plans. The applicant has indicated they will comply.
16. §260-34D – Any subdivision or land development proposal which will result in the destruction of any trees (dead or alive) three inches dbh or great that would result in the reduction of 10% or more of the total tree dbh in the limit of disturbance (LOD) area shall replace all of the tree dbh removed in excess of 10% as reduced by the appropriate credit for preserved trees in the LOD area. We will defer to the Shade Tree Commission and their subsequent comments and requirements for approval of this comment.
17. §260-37C(4) - Where grading creates an abrupt drop off to a previously existing gradual change, the applicant shall be required to install a fence or other suitable protective barrier. The height and material of the fences must be added to the plan. The applicant has indicated they will comply.
18. §260-38 – All construction activities involving earth disturbance greater than or equal to one acre, must be authorized by a national Pollutant Discharge Elimination System (NPDES) Permit. This permit must be obtained prior to final plan approval.
19. §260-41(B) – Crosswalks and their transitions to adjacent sidewalks to trails shall be designed to facilitate access and use by persons that are physically disabled, in compliance with the Americans with Disabilities Act (ADA). Crosswalk widths and grading for the proposed curb ramps and sidewalks and curb ramp details must be added to the plans. The applicant has indicated they will comply.

20. §260-44(B) – Fire hydrant shall be located at accessible point throughout the subdivision and land development shall be located according to the Township Engineer in consultation with the Township Fire Marshal. The Fire Marshal must approve the location of all the proposed fire hydrant locations.
21. §260-45(A)(2) – Planning approval shall be obtained from the PA DEP.
22. §260-45(B) – Sewage facilities design. We defer to Aqua for review of the proposed sanitary design.
23. §260-47.I – Where stormwater or surface water will be gathered within the subdivision or land development and discharged or drained over lands within or beyond the boundaries of the subdivision or land development, the applicant shall reserve or obtain easements over all lands affected. Easements shall be provided around all proposed stormwater management facilities. A blanket easement language can be provided on the plans to provide access for inspection in lieu of the easements. The applicant has indicated they will comply.
24. §260-47M.(5)(a) – Storm sewer pipe calculations must be provided to demonstrate that they have adequate capacity. The applicant has indicated they will comply.
25. §260-47N.(2)(b)[2] – The minimum berm width shall not be less than 10 feet for stormwater volumes of 10,000 CF or greater at the 100-year water surface elevation. The berm widths must be shown on the plans. The applicant has indicated they will comply.
26. §260-49A.(2)(a)[4] – Buffer plantings must be provided around the proposed pump station. The applicant has indicated they will comply.
27. §260-50C. – Interior landscaping calculations have been provided for the Phase 1 portion of the project. Interior landscaping requirements should be calculated for each subsequent phase when submitted. The applicant has indicated they will comply.
28. §260-58D. – The proposed bridge must include the information required in this section including a cross-section and profiles of the stream in relation to the proposed bridge. The applicant has indicated they will comply.
29. §260-58B.(5) – Parking spaces designed for the exclusive use by disabled persons shall be installed in all parking lots as close and convenient to building entrances as is reasonable. The specific number and locations of accessible spaces shall be in conformance with American with Disabilities Act (ADA). The proposed ADA parking spaces must be indicated on the plan and an accessible route must be delineated from the proposed parking spaces to the building entry. The applicant has indicated they will comply.

30. §260-62B(3) – Planting requirements for bioretention facilities and infiltration areas. The applicant has indicated they will comply.
31. §260-80.B – All easement and rights-of-way shall be shown on the record plan. The applicant has indicated they will comply.

Erosion & Sedimentation Control

1. The developer is responsible for providing proof of approval of the NPDES plan for the project by the Montgomery County Soil Conservation District. Disturbance of any wetlands on the project site will require prior approval of all applicable local, state and federal permits.
2. On Sheet C-500 – Overall Stage 1 Erosion & Sediment Control Plan, we have the following comments:
 - a. Please provide a table with the length and diameter of each section of compost filter sock to be installed. The applicant has indicated they will comply. A table indicating the length and diameter of each section of compost filter sock to be installed will be added to the plan.
 - b. Please label the diameter of the compost filter socks to be installed at the each of the CFS Traps shown. The applicant has indicated they will comply. The diameter of the compost filter socks at each CFS Trap location will be labeled on the plan.
 - c. Please show additional compost filter sock to be installed directly downgradient of the temporary soil stockpiles. The applicant has indicated they will comply. Additional compost filter sock will be shown directly downgradient of the temporary soil stockpiles.
 - d. Please show additional compost filter sock to be installed directly downgradient of SCM #1. The applicant has indicated they will comply. Compost filter sock will be added downgradient of SCM #1 as requested.
 - e. It appears that additional compost filter sock is warranted downgradient of the temporary piles of cut material from the greens and tee boxes that is to be stockpiled. The applicant has indicated they will comply. Compost filter sock will be shown downgradient of the temporary piles of cut material from the greens and tee boxes.
 - f. It appears the location of RCE 02 conflicts with the location of a temporary pile of cut material from the greens and tee boxes. Please review and revise as appropriate to resolve this apparent conflict. The applicant has indicated they will comply. The location of RCE 02 and the temporary pile of cut material will be reviewed and revised as necessary to resolve the conflict.
 - g. Please show the locations of the concrete washout areas on the plan. The applicant has indicated they will comply. The locations of the concrete washout areas will be shown on the plan.

3. On Sheet C-510 – Overall Stage 2 Erosion & Sediment Control Plan, it does not appear that the proposed erosion & sedimentation controls for Stage 2 have been included on the plan. Please review and revise the plan to ensure that all proposed E&S measures for Stage 2 are included. The applicant has indicated they will comply. The Stage 2 Erosion & Sedimentation Control Plan will be reviewed and revised to ensure all proposed E&S measures are included.
4. On Sheet C-652 - The Anti-Seep Collar Detail must be revised to include the number of collars, riser, and collar spacing. The applicant has indicated they will comply. The Anti-Seep Collar Detail will be revised to include the number of collars, riser, and collar spacing.

Stormwater

1. §290-13.A(5) – A general description of the proposed nonpoint source pollution controls must be provided on the plans. The applicant has indicated they will comply. A general description of the proposed nonpoint source pollution controls will be added to the plans.
2. §290-13.B(19) – A fifteen-foot-wide access easement around all stormwater management facilities to provide ingress to and egress from a public right-of-way must be shown on the plans. The applicant has indicated they will comply. A fifteen-foot-wide access easement around all stormwater management facilities will be shown on the plans.
3. §290-30.A – Provide a cost estimate for the timely installation and proper construction of all stormwater management facilities in the amount of 110% of the estimated cost of the project. The applicant has indicated they will comply. A cost estimate for the installation and construction of stormwater management facilities will be provided in the amount of 110% of the estimated cost.
4. §290-33.A – The owner shall sign an O&M agreement with the municipality covering all stormwater facilities and BMPs that are to be privately owned. The O&M agreement shall be transferred with transfer of ownership. The applicant has indicated they will comply. An O&M agreement will be executed with the municipality for all privately owned stormwater facilities and BMPs and will be transferrable with ownership.
5. On Sheet C-301 – Drainage Plan 1 at the riprap apron in SCM #23, the pipe discharging at the apron is labeled as 24” in diameter. However, the upstream pipe is labeled as 36” in diameter. Please review and revise to ensure the diameter of the pipe at the outfall is equal to or greater than the upstream pipe segments. The applicant has indicated they will comply. The pipe diameters at the riprap apron for SCM #23 will be reviewed and revised to ensure consistency with upstream pipe segments.

6. On Sheet C-304 – Drainage Plan 4, please include the identification labels for the stormwater water basins shown. The applicant has indicated they will comply. Identification labels for the stormwater basins will be added to Sheet C-304.
7. In the Post Construction Stormwater Management Plans (Sheets C-601 through C-606, please include representative dimensions for the proposed stormwater management basins. The applicant has indicated they will comply. Representative dimensions for the proposed stormwater management basins will be added to Sheets C-601 through C-606.
8. On Sheet C-601 – Post Construction Stormwater Management Plan 1, please include an overall table that lists the invert elevations associated with each stormwater inlet and outfall location. The applicant has indicated they will comply. An overall table listing invert elevations for each stormwater inlet and outfall will be added to Sheet C-601.
9. On Sheet C-602 – Post Construction Stormwater Management Plan 2, please show the proposed stormwater piping for the Future Phase Development Area, including the piping connections to and from SCM #10 and SCM #15. The applicant has indicated they will comply. Proposed stormwater piping for the Future Phase Development Area, including connections to and from SCM #10 and SCM #15, will be shown on Sheet C-602.
10. On Sheet C-605 – Post Construction Stormwater Management Plan 5, the proposed Discharge Point DP13 is shown adjacent to the Tacony Creek. A riprap apron at this location appears to be appropriate but is not shown. Will there be a riprap apron installed at the discharge point?
11. On Sheet C-606 – Post Construction Stormwater Management Plan 6, the proposed Discharge Point DP3 is shown adjacent to the Tacony Creek. A riprap apron at this location appears to be appropriate but is not shown. Will there be a riprap apron installed at the discharge point? The applicant has indicated they will comply. The discharge point at DP3 will be reviewed, and a riprap apron will be added if appropriate.
12. On Sheet C-652 – Post Construction Stormwater Management Details 1 in the Riprap Apron At Pipe Outlet table, the “Apron No.” does not appear to correlate to the naming convention used on the Drainage Plans or Post Construction Stormwater Management Plans. Please review and revise the Apron No. as appropriate to resolve this apparent discrepancy. The applicant has indicated they will comply. The "Apron No." identifiers in the Riprap Apron At Pipe Outlet table will be revised to align with naming conventions used on the Drainage and Post Construction Stormwater Management Plans.
13. On Sheet C-653 – Post Construction Stormwater Management Details 2, the proposed Bio-Retention Basin – Section Detail refers to a sheet number for specs but does not indicate that sheet. Please revise to include the spec information. The applicant has indicated they

will comply. The Bio-Retention Basin Section Detail will be revised to include the appropriate sheet reference for specifications.

14. On Sheet C-655 – Post Construction Stormwater Management Details 4 in the Infiltration Bed – Specification Table, we have the following comments:
 - a. Please include a new column with the dimensions of each infiltration bed. The applicant has indicated they will comply. A new column showing the dimensions of each infiltration bed will be added to the Infiltration Bed Specification Table.
 - b. The Outlet Structure IDs listed in the second column of the table do not appear to be shown on the corresponding Drainage Plans and Post Construction Stormwater Management Plans. Please revise the plan views as appropriate to show the proposed outlet structures. The applicant has indicated they will comply. The Outlet Structure IDs will be reviewed, and the plans will be updated as necessary to show the corresponding outlet structures.
 - c. Please include plan view details of the proposed infiltration beds. The applicant has indicated they will comply. Plan view details of the proposed infiltration beds will be included.
15. In the Stormwater Management Report within the Routing Diagram in Appendix C we have the following comments:
 - a. SCM #13B is shown in the diagram discharging to POA 1, but in the Drainage Plans and Post Construction Stormwater Management Plans it appears to discharge to SCM #12. Please review and revise the table or plans accordingly. The applicant has indicated they will comply. The routing for SCM #13B will be reviewed and revised in either the diagram or the plans.
 - b. SCM #8 is shown in the diagram discharging to POA 4, but in the Drainage Plans and Post Construction Stormwater Management Plans it appears to discharge to SCM #24. Please review and revise the table or plans accordingly. The applicant has indicated they will comply. The routing for SCM #8 will be reviewed and revised in either the diagram or the plans to ensure consistency.

General

1. The signature block should be revised to reflect Commissioners and not Supervisors. The applicant has indicated they will comply.
2. On Sheet C-100 (21 of 115) in the Zoning Requirements table the Maximum Impervious Coverage proposed does not match the DEP Application form in the SWR report. These need to be revised to be consistent.
3. Page 13 of 13 of the Township CTDA application should be revised to be broken down by phase. The applicant has indicated they will comply.

4. The Landscape Plans includes “Concept Plant Keys” for the type for trees/plantings proposed. The key should be revised to better distinguish the different types of plantings on the plans. The applicant has indicated they will comply.

The Applicant has provided a letter responding to our previous review letter indicating full compliance with all outstanding comments. The above items must be adequately addressed to the satisfaction of Cheltenham Township or made a condition of any consideration for approval.

If you have any questions or require any additional information, please contact me.

Very truly yours,

GANNETT FLEMING, INC.



Roger A. Phillips, P.E.
Senior Project Manager