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May 16, 2025

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

**RE:** Cedarbrook Middle School – Building Additions & Renovations  
Preliminary Land Development Plan Review No. 1

Gannett Fleming, Inc. has completed a review of the Preliminary Land Development Plans for the above referenced project. This project is located within the C-2 Commercial Zoning District and is Tax Parcel Number 31-00-17962-00-7 and contains 34.11 acres. This project proposes the following:

- Construction of two (2) building additions, totaling 18,972 sq. ft., along with parking and related site improvements

The following documents were submitted for our review:

- Preliminary Land Development Plans, prepared by Chester Valley Engineers, Inc. dated 04/11/2025
- Transmittal letter to Henry Sekawungu dated 04/11/2025
- Waiver request letter dated 04/11/2025
- Act 537 Submission Letter dated 04/11/2025
- MCPC application dated 04/11/2025
- PCSM Report dated 04/11/2025
- Tree List Inventory, dated 04/11/2025

Preliminary Land Development Plans – Cedarbrook Middle School

Plans Prepared By: Chester Valley Engineers, Inc.

Dated: 04/11/2025

Zoning

1. §295-2301.D(2)(a) – A required off-street parking space shall be at least nine feet in width and 18 feet in length exclusive of any access drives, aisles, or columns. All parking shall be adequately dimensioned. The parallel spaces are labeled at eight feet in width and must be revised to ten feet.

2. §295-2301.D(2)(c) – Aisles shall not be less than 24 feet wide for ninety-degree parking, 16 feet wide for sixty-degree parking, 14 feet wide for forty-five-degree parking and 12 feet wide for parallel parking. The dimension of the aisles along the proposed parking spaces must be dimensioned on the plans.

#### Subdivision and Land Development

1. §260-15.B(9) – Zoning classifications of all lands abutting the proposal must be provided on the plans.
2. §260-15.B(10) – Names of all current owners of immediately adjacent lands must be provided on the plans. Property owners to the east must be shown.
3. §260-15.B(13) – Description of all deed restrictions, including conservation and environmental, easements, or other covenants affecting the property or development of the tract. This information must be added to the plan, if applicable.
4. §260-15.B(21) – The Owner's statement of intent block must be on the plans. This must be added to the plan.
5. §260-15.C(11)(a) – Location, size, character, and configuration of existing buildings or structures, driveways, parking lots or any type of paved surface on the subject tract, labeled "to remain" or "to be removed" as applicable. On Sheet 3, the areas of existing impervious surface to be removed should be labeled on the plan view and correspond with the values listed in the Impervious Coverage Summary Table on Sheet 4. Also on Sheet 4 in the Parking Requirements/Tabulation, please clarify the number of existing parking spaces, the number to be removed, the number to be added, and the final proposed total number of parking spaces, both standard and overflow.
6. §260-15.C(11)(b) – Location and description of existing buildings and other structures less than 400 feet beyond the tract boundaries. A high-definition aerial photograph may be used to satisfy this requirement, provided that the aerial photograph was captured within one year of the latest plan submission. The applicant has requested a waiver from this requirement.
7. §260-15.C(11)(c) – Location, type, and ownership of utilities (including, but not limited to, electrical, cable, fire hydrants, gas lines, water lines, and other utilities, etc.), both above- and below ground, on both sides of street rights-of-way and within 50 feet of the tract or project boundary
8. §260-17.D(1) – All required local, state and federal permits that have been issued shall be submitted with the final plan.

9. §260-15.D(4)(p)[4] – Sizes (ground level floor area, total floor area, number or stories, and height) of the buildings must be provided on the plans.
10. §260-15.D(7)(b) – Cross section and center-line profile for each proposed or widened cartway, driveway, or parking area shall be shown on the preliminary plan.
11. §260-15.D(8)(d) – A plan for the ownership, maintenance, and management of open space areas and stormwater BMPs must be provided.
12. §260-15.D(8)(e) – Reports or letters regarding availability of sewer and water facilities. Developments utilizing public water or sewer facilities shall provide evidence satisfactory to the Cheltenham Board of Commissioners that capacity is available and those services will be provided to the subdivision and/or land development.
13. §260-17.D(4) – Sewage facilities plan approval from PADEP in compliance with the Township’s Act 537 Sewage Plan. The application has been submitted, and review comments will be provided under separate cover.

#### Erosion & Sedimentation Control

1. On Sheet 3 – Demolition Plan, in the Demolition Notes, please add a new note that states all Erosion and Sediment Controls shown on Sheets 10 & 11 shall be installed prior to the start of any demolition work.
2. On Sheet 10 – Erosion & Sedimentation Control Plan, we have the following comments:
  - a. Please revise the plan to show orange construction fencing to be installed around the perimeter of each stormwater basin before, during and after construction to protect those areas from compaction. Please include the line type for the orange construction fence in the plan Legend.
3. On Sheet 11 – Erosion & Sedimentation Control Plan, we have the following comments:
  - a. Please show orange construction fencing to be installed around the perimeter of the proposed Remediated UGI Infiltration Bed to protect that area from soil compaction.
  - b. Please show the line type for orange construction fencing, and the symbol for a concrete washout area in the Legend for the Erosion Control Features. This comment also applies to Sheet 10.
  - c. Please provide additional guidance for the designated pipe blocks.
  - d. Please label the square foot areas of the anticipated Limit of Disturbance at each work location, and for the total combined area of the Limit of Disturbance.

### Stormwater

1. §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.
2. §290-13.C(3) – Provide a description of the effect of the project (in terms of runoff volumes and peak flows) on adjacent properties and on any existing municipal stormwater collection system that may receive runoff from the project site.
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.
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.
5. On Sheet 3 – Demolition Plan, please call out the square foot areas of the existing impervious surfaces that are to be removed.
6. On Sheet 6 – Grading & Utility Plan, please show the representative dimensions and associated square foot areas of all proposed impervious surfaces that are to be added.
7. On Sheet 8 – Construction Details, please include a Typical Pipe Trench Detail.
8. On Sheet 9 – Utility Profiles, please ensure the pipe diameters are included with the labels for the existing storm pipes shown to connect into the proposed inlets in the Stormwater Profiles.
9. On Sheet 14 – Post-Construction Stormwater Management Plan, §290-13 B (23) of the Township Code requires the Design Engineers' Certification. Please add the signature block to the plan.
10. On Sheet 15 – Post-Construction Stormwater Management Plan, we have the following comments:
  - a. Please revise the plan view to ensure that each section of proposed stormwater piping is labeled with its length, diameter, and material. Please ensure all invert elevations are shown for the proposed stormwater inlets, stormwater manholes, cleanouts and at pipe outlets.
  - b. Please ensure the inlets upstream of the infiltration beds are shown installed with 1-foot deep maintenance sumps.

- c. Please revise the plan to label the dimensions of the proposed stormwater basins.
  - d. Please label the representative dimensions and square foot area of all proposed impervious surfaces to be added.
  - e. Please ensure all existing stormwater inlets that will be connected into the proposed stormwater piping are labeled with their designation, top of grate and invert elevations. The existing inlet shown to connect into proposed inlet SW610 is not labeled.
  - f. In the PCSM Features legend, please include the symbol used for the infiltration test locations.
11. On Sheet 17 – Post-Construction Stormwater Management Details, we have the following comments:
- a. Please include a Building Downspout Connection Detail and indicate if gutter guards and/or leaf filters are to be provided.
  - b. For the two plan view details of the stormwater basins “SWM UG1: Infiltration Bed” and “SWM UG2: Infiltration Bed”:
    - i. Please label the length, diameter, and material of each section of stormwater piping that is shown in the details. Please label all relevant invert elevation for the stormwater piping, inlets and cleanouts shown to be installed.
    - ii. Please label the inspection/observation ports in each of the plan view detail for the two infiltration basins.
    - iii. Under each of the two plan view details, please add notes for the StormTank modules to include the model number and dimension for the specific StormTank module to be installed. Please state how the modules are to be laid out for the length, width and depth of the infiltration basin.
  - b. For the two section view details of the stormwater basins “SWM UG1 (BMP ID:1)” and “SWM UG2 (BMP ID:2)”, please label all relevant dimensions for the stone bed and StormTank modules to be installed.

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