

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. In order to be recognized, please raise your hand.



AGENDA

**COMMISSIONERS' MEETING
Wednesday, December 21, 2016
Curtis Hall
7:30 p.m.**

1. Pledge of Allegiance
2. Roll Call
3. Approval of the Board of Commissioners' Regular Meeting Minutes dated November 16, 2016.
4. Acceptance of the Executive Summary Financial Report of the Manager/Secretary for the month of November 2016.
5. Acceptance of the Accounts Paid Report for the month of November 2016.
6. In absentia, a presentation of a 20-Year Plaque honoring Detective Denise Tecce of the Police Department on the occasion of achieving 20 years of service with Cheltenham Township.
7. Presentation of Certificates honoring the following volunteers:
 - 20 Years: James P. Woods, Glenside Fire Company
John C. Allen, Jr., La Mott Fire Company
Nathaniel Hollis, La Mott Fire Company
Steven M. Young, La Mott Fire Company
Irwin Goldfarb, Planning Commission
Peter Wieck, Wyncote Board of Historical and Architectural Review
 - 10 Years: John Settembrino, Auxiliary Police
Casey Dolan, Cheltenham Fire Company
Catherine McCann, Cheltenham Fire Company
Thomas Walsh, Jr., Cheltenham Fire Company
Mickey Abraham, Elkins Park Free Library
Lisa James, Elkins Park Free Library
Timothy S. Carter, Glenside Fire Company
William F. Ernst, Glenside Fire Company
Jennifer Felton, Glenside Fire Company
Jonathan E. Juel, Glenside Fire Company

Darlene Melton, La Mott Board of Historical and Architectural Review
Tyshaan Williams, La Mott Fire Company
Thomas Cross, Planning Commission
Rabbi Elliot Holin, Police Chaplain
Joseph Bragg, Ogontz Fire Company

8. **PUBLIC HEARING:** To receive any and all comments and suggestions from the public regarding the Preliminary Operating and Capital Budgets for 2017 pursuant to 1205(d) of the Home Rule Charter.
9. Review and acceptance of the Public Works Committee Regular Meeting Minutes dated December 7, 2016:
 - a. Approval of the Milling and Paving Program for 2017 and 2018.
 - b. Adoption of an Ordinance amending Chapter 238, Sewers, of the Cheltenham Township Code regulating private sanitary sewer laterals and prohibiting the introduction of extraneous water to the sanitary sewer system (see attached).*
 - c. Approval of a Resolution establishing regulations for property owners who pursue independent sewer lateral inspections (see attached).
 - d. Approval of a Resolution granting waivers and conditional approval of CTDA #16-05, SSBS Properties Subdivision Plan for 546-552 Township Line Road (see attached).
 - e. Approval of the issuance of a Certificate of Appropriateness for Application L16-178, of Mr. Lorenzo Gillette for the installation of a new roof on the located property at 1707 West Cheltenham Avenue, La Mott, PA 19027.
 - f. Approval to advertise the Board of Commissioners’ intent to hold a Public Hearing to consider and possibly adopt an Ordinance amending Chapter 295, Zoning, Article XX, HD Historic District, of the Cheltenham Township Code revising the permit procedure in historic districts at its regularly-scheduled meeting on January 18, 2017.*
 - g. Approval of 3000k LED color temperature for cobrahead and decorative streetlights throughout the Township as part of the Street Light Conversion Project
10. Review and acceptance of Building and Zoning Committee Regular Meeting Minutes dated December 7, 2016.
 - a. Adoption of an Ordinance amending Section 5-19.B., “Finance Officer Compensation,” of the Cheltenham Township Code, to modify the compensation and benefits of the Elected Finance Officer (see attached).*
11. Review and acceptance of the Public Safety Committee Regular Meeting Minutes dated December 14, 2016.
 - a. Adoption of an Ordinance amending Chapter 285, Vehicles and Traffic, to install a handicapped parking sign in front of 142 South Keswick Avenue (see attached).*
 - b. Approval to advertise the Board of Commissioners’ intent to consider the adoption of an Ordinance Amending Chapter 285, Vehicles and Traffic, of the Cheltenham Township Code to decrease the speed limit on Willow Grove Avenue from 40 mph to 35 mph and to install a handicap parking sign in front of 100 Woodland Avenue at its regularly-scheduled meeting on January 18, 2017.*

install a handicap parking sign in front of 100 Woodland Avenue at its regularly-scheduled meeting on January 18, 2017.*

12. Review and acceptance of the Public Affairs Committee Regular Meeting Minutes dated December 14, 2016.
 - a. Concurrence with the Economic Development Task Force recommendation to support the parking reduction analysis for 129 South Easton Road, Glenside, per §295-221.G.(1) of the Cheltenham Township Zoning Ordinance.
 - b. Adoption of a Resolution accepting the Curtis Arboretum Landscape Management Plan.
 - c. Adoption of a Resolution authorizing the filing of a Multimodal Transportation Fund (MTF) PennDOT Grant Application for Elkins Park East Commercial District Streetscape Improvements (see attached).
 - d. Adoption of a Resolution authorizing the filing of a PECO Green Region Grant to fund design and construction inspection fees for a stream daylighting project in Curtis Arboretum.
 - e. Approval to amend the agreement with the Montgomery County Office of Aging & Adult Services and Suburban Transit Network, Inc. to continue TransNet service commencing January 1, 2017 through December 31, 2017.
13. Review and acceptance of the Finance Committee Regular Meeting Minutes dated December 14, 2016.
 - a. Adoption of an Ordinance approving the 2017 Operating Budget (see attached).*
 - b. Adoption of an Ordinance approving the 2017 Capital Budget (see attached).*
 - c. Acceptance of 2017 Liquid Fuels Budget Allocation.
14. Old Business
15. New Business
 - a. Appointment to Citizen Committees
 - 1) Civil Service Commission
16. Citizens’ Forum
17. Adjournment



Bryan T. Havir
Township Manager

* A copy of the full text of the proposed Ordinance(s) is available on the Township website: www.CheltenhamTownship.org > Document Center > Ordinances Under Consideration. The full text of the Cheltenham Township Codified Ordinances is available online: <http://ecode360.com/CH1316?needHash=true>.

**CHELTENHAM TOWNSHIP
MONTGOMERY COUNTY, PENNSYLVANIA**

ORDINANCE NO. _____

AN ORDINANCE OF THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF CHELTENHAM AMENDING CHAPTER 238, SEWERS, OF THE TOWNSHIP OF CHELTENHAM CODE OF ORDINANCES, AS AMENDED, TO PROVIDE A NEW SUBSECTION REGULATING SANITARY SEWER LATERAL INSPECTIONS AND PROHIBITING THE INTRODUCTION OF EXTRANEOUS WATER TO THE SANITARY SEWER SYSTEM; AND PROVIDING REMEDIES FOR NONCOMPLIANCE WITH THE PROHIBITION ON EXTRANEOUS WATER

WHEREAS, Cheltenham Township (“Township”) owns, operates and maintains a public sewer system within the Township to which a majority of properties in the Township are connected; and

WHEREAS, the Township has been directed by the Commonwealth, Department of Environmental Protection to undertake a comprehensive program of regulating sanitary sewer lateral inspections, and prohibiting extraneous water inflow within sanitary sewer laterals and the public sewer system; and

WHEREAS, the Township has promulgated Regulations setting forth specifications and other standards for inspection and televising of sanitary sewer laterals by Owners; and

WHEREAS, this Ordinance is intended by the Board of Commissioners as the first part of a two-part program to regulate the inspection, maintenance and repair of sanitary sewer laterals in the Township.

NOW, THEREFORE, IT IS HEREBY ENACTED AND ORDAINED by the Board of Commissioners of the Township of Cheltenham, Montgomery County, Pennsylvania, as follows:

Section 1. Chapter 238, Sewers, of the Code of Ordinances of the Township of Cheltenham is amended to add the following new Subsections 238-14.2 and 238-14.3:

§238-14.2. Sanitary Sewer Laterals

A. Definitions

For the purposes of this Chapter, the following words will have the meanings set forth hereafter:

- a. **Cartway** means the portion of a street or alley intended for vehicular use.
- b. **Extraneous Water** means water other than Wastewater, including but not limited to, Stormwater, surface water, groundwater, artesian well water, roof runoff, subsurface drainage, drainage from cellar or French drains, sump pump discharge, swimming pool drainage, condensate de-ionized water, and/or noncontact cooling water.
- c. **Owner** means the title holder of the property within or under which the Sanitary Sewer Lateral runs including, but not limited to, individuals and entities, residential and nonresidential, for profit and not-for-profit, as well as homeowner associations and condominium associations.
- d. **Sanitary Sewer Lateral** means a service line which transports or which is designed to transport Wastewater from an individual building or buildings to a Sewer Main.
- e. **Regulations** means rules and regulations promulgated by the Township Board of Commissioners in support of this Ordinance and the purposes of the Ordinance.
- f. **Sewage** means any substance that contains any of the waste products or excrement or other discharge from the bodies of human beings or animals and any noxious or deleterious substances being harmful or inimical to public health or to animal or aquatic life or to the use of water for domestic supply or for recreation or which constitutes pollution under the Pennsylvania Clean Streams Law including, but not limited to, human excrement and gray water (Wastewater from household showers, dishwashing operations and similar sources).
- g. **Sewer** means a pipe or drain used to carry off liquid and solid Sewage.
- h. **Sewer Main** means a publicly-owned sanitary Sewer conveyance line contained within or under the Cartway or a public right-of-way. Such lines are generally 8" in diameter or larger.
- i. **Stormwater** means any flow occurring during or following any form of natural precipitation and resulting from such precipitation, including snow-melt.
- j. **Township** means Cheltenham Township, Montgomery County, Pennsylvania, or its contractor.
- k. **Township Engineer** means the Township Engineer or his/her designee.
- l. **Video and Recording** (sometimes used herein in the past tense and other tenses as well) means closed circuit digital video and recording.
- m. **Wastewater** means liquid and water-carried industrial wastes and Sewage from residential dwellings, commercial buildings, industrial and manufacturing

facilities and institutions and other nonresidential uses, whether treated or untreated.

B. Inspection of Sanitary Sewer Laterals

- a. The Township may perform inspections to confirm the integrity of its sanitary Sewer system, including inspection by Video and Recording, and/or other inspection techniques. Such inspections will involve the Sanitary Sewer Laterals as well as the connection of Sanitary Sewer Laterals to the Sewer Main. The Township will provide written notice of an impending inspection of a Sanitary Sewer Lateral to the Owner, no less than fifteen (15) days prior to such inspection, by First Class Mail to the address set forth in Township records where local tax bills are sent. If the Township performs an inspection by Video and Recording of a portion of a Sanitary Sewer Lateral, the Township will provide the Owner with a copy of the inspection report as part of the second component of the two-part program referred to in the recitals of this Ordinance.

- b. An Owner who prefers to obtain their own Video and Recording of their Sanitary Sewer Lateral, or who objects to the proposed Video and Recording of their Sanitary Sewer Lateral by the Township, shall provide written notice to the Township of the preference and/or objection, setting forth their intention to do the Video and Recording themselves, which must be received by the Township within fifteen (15) days of the mailing of notice from the Township that the Owner's Sanitary Sewer Lateral will be inspected by Video and Recording and/or other inspection techniques. Such an Owner shall be responsible to have their Sanitary Sewer Lateral Videoed and Recorded at their sole cost and expense and shall provide an original recording of such Video and Recording to the Township Sewer Department, recorded and produced in strict accordance with the Regulations, within sixty (60) days of the mailing of such notice of preference and/or objection. If such Owner complies with this Subsection b. and the Regulations pertaining to Video and Recording, the Township will not Video and Record the applicable Sanitary Sewer Lateral of the Owner. If the Owner fails to comply strictly with the Regulations, additional Video and Recording shall be undertaken and completed by the Owner until the Video and Recording strictly complies with such Regulations in the exclusive determination of the Township Engineer. The Township Engineer's determination shall be based upon the Regulations pertaining to Video and Recording of same. An Owner who has provided written notice to the Township as provided herein that they prefer to obtain their own Video and Recording of their Sanitary Sewer Lateral, or who objects to the proposed Video and Recording of their Sanitary Sewer Lateral by the Township, but fails to comply with this Subsection b. after ten (10) days' written notice to so comply, mailed to the address described above, shall be deemed to have provided consent for the Video and Recording and inspection of their Sanitary Sewer Lateral by the Township, and the Township may thereafter perform such Video and Recording and inspection without further notice to the Owner.

C. Prohibition of Sources of Inflow

A downspout, drain, water line, hose, or other connection which allows Extraneous Water to enter a Sanitary Sewer Lateral and/or the Sewer Main is prohibited, and shall be repaired and/or replaced so that the Extraneous Water can no longer enter the Sanitary Sewer Lateral and the Sewer Main. If the Township identifies the existence of such a prohibited connection and notifies the Owner, the Owner shall complete the repair or replacement to become compliant with this Subsection within sixty (60) days of such notice.

§238-14.3 Remedies

- A. Remedies – Civil Penalty and Other Remedies.** The Township reserves the right to resolve any dispute between an Owner and the Township regarding enforcement of this Ordinance on terms other than those set forth in this Section by an agreement with the Owner. Any person who violates Subsection 238-14.2.C. of the Code, whether intentionally or through neglect or omission, shall, if judgment is entered against them, be responsible to pay a civil penalty not to exceed \$1,000 per violation, plus costs of suit and/or shall be subject to all other remedies available to the Township. Each day that a violation occurs shall constitute a separate violation.
- B. Remedies Cumulative.** The remedies set forth in this Subsection are cumulative and in addition to, not exclusive of or in substitution for, any other remedies, at law or equity, otherwise available to the Township.
- C. Civil Penalty Related to Violation of Section 238-14.2.B.b.** If an Owner who provides written notice of a preference or an objection to the Township under Subsection 238-14.2.B.b does not thereafter comply with that Subsection or the Regulations pertaining to Video and Recording, in addition to other penalties provided for herein, if judgment is entered against such Owner, then such Owner shall be responsible to pay a civil penalty of \$100 plus costs of suit and shall be subject to all other remedies available to the Township.

Section 2. Severability. The provisions of this Ordinance are intended to be severable, and if any section, sentence, clause, part or provision hereof shall be held illegal, invalid or unconstitutional by any court of competent jurisdiction, such decision of the court shall not affect or impair the remaining sections, sentences, clauses, parts or provisions of this Ordinance. It is hereby declared to be the intent of the Board that this Ordinance would have been adopted even if such illegal, invalid or unconstitutional section, sentence, clause, part or provision had not been included herein.

Section 3. 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 4. Repealer. All Ordinances, or parts of Ordinances, of the Township which shall be inconsistent with this Ordinance shall be, and the same expressly are, repealed.

Section 5. Effective Date. This Ordinance shall become effective immediately upon enactment.

ENACTED AND ORDAINED, this 21st day of December A.D. 2016.

**BOARD OF COMMISSIONERS
TOWNSHIP OF CHELTENHAM**

Attest: _____ By: _____
Bryan T. Havir, Manager/Secretary **Morton J. Simon, Jr., President**

**CHELTENHAM TOWNSHIP
MONTGOMERY COUNTY, PENNSYLVANIA**

RESOLUTION NO. _____-16

**A RESOLUTION ADOPTING STANDARDS AND
SPECIFICATIONS FOR SANITARY SEWER LATERAL
CLOSED CIRCUIT VIDEO RECORDING AND
INSPECTION**

WHEREAS, the Cheltenham Township (“Township”) owns, operates and maintains a public sewer system within the Township to which the majority of property owners in the Township are connected; and

WHEREAS, the Township adopted Ordinance No. _____-16 regarding sanitary sewer lateral inspection on December 21, 2016; and

WHEREAS, Ordinance No. _____-16 authorizes the Board of Commissioners to promulgate rules and regulations in support of the Ordinance.

NOW, THEREFORE, the Board of Commissioners of Cheltenham Township hereby adopts the following regulations for sanitary sewer lateral closed circuit video recording by Owners pursuant to Subsection 238-14.2.B.b of Ordinance No. _____-16 and inspection by the Township:

1. Technical Specifications and Regulations For Close Circuit Video Recording and Inspection of Sewer Laterals, last revised December 2016, attached hereto, are hereby adopted as Township Regulations and are incorporated herein by reference as though set forth at length.

RESOLVED this 21st day of December, 2016 by the Board of Commissioners of Cheltenham Township, in lawful session, duly assembled.

ATTEST:

**TOWNSHIP OF CHELTENHAM
BOARD OF COMMISSIONERS**

Bryan T. Havir
Township Manager and Secretary

By: _____
Morton J. Simon, Jr., *President*

**TECHNICAL SPECIFICATIONS AND REGULATIONS
FOR
CLOSED CIRCUIT VIDEO RECORDING AND
INSPECTION OF SEWER LATERALS**

PART 1 - GENERAL

1.00 TERMS

- A. The terms used herein shall have the same definitions as set forth in Cheltenham Township Ordinance No. _____ unless defined otherwise herein.
- B. The Term “Contractor” shall mean each Contractor hired by an Owner to perform video recording of sewer laterals.
- C. The term “Sanitary Sewer Lateral” is sometime referred to herein as “lateral”.

1.01 SCOPE

- A. The Contractor shall furnish all materials, tools, labor, and equipment necessary to visually inspect the individual Sanitary Sewer Laterals by means of closed-circuit digital video recording (CCTV).
- B. The Contractor shall perform all CCTV inspections in full accordance with National Association of Sewer Service Companies (NASSCO) standards as follows:
 - 1. Lateral Assessment Certification Program (LACP) for inspection of laterals.
- C. The database shall be an unmodified NASSCO-PACP Certified Access Database.
- D. The CCTV Software shall be NASSCO-PACP certified.
- E. The Contractor shall submit a certification, under oath, that the video recorded and submitted to the Township Sewer Department is for the lateral identified in the data view display and labelled on the thumb drive (see Sections 1.02B.; 3.01 B.2 & e; 3.02 D.1 & 2; and 3.02 A.6 below).

1.02 SUBMITTALS

- A. The Contractor will submit printed reports containing the log sheets upon completion of the CCTV inspection that will include inspection results, time, date, pipe size, operator name, Sanitary Sewer Lateral inspection data, inspection findings, calibration reports for each camera used, NASSCO certificates for all operators, and other pertinent data for each location.

All inspection codes and reports shall adhere to NASSCO coding and report forms.

- B. The Contractor shall provide to the Owner, two (2) copies of the individual Sanitary Sewer Lateral inspection and associated report recorded on individual thumb drives. Each drive shall be labeled with the appropriate street address. Only one lateral inspection will be permitted per drive. The Owner shall provide to the Township one thumb drive with the Sanitary Sewer Lateral inspection and associated report recorded on the thumb drive.

1.03 REVIEW

- A. The video recordings, photographs, and data shall be reviewed by the Township for focus, lighting, clarity of view, and technical quality. Failure to adequately maintain focus, lighting, clarity of view and/or technical quality will result in the rejection of the video and/or photographs by the Township.
- B. Videos or photographs recorded while a camera has flipped over in the process of traveling or the viewing of laterals, obstructions, or defects are blocked by cables, skids or other equipment will not be accepted.
- C. Shape, focus, proper lighting, and clear, distortion-free viewing during the camera operations shall be maintained. Failure to maintain these conditions will result in the rejection of the video and/or photographs by the Township.
- D. Videos or photographs recorded showing steam, inadequate lighting, or other poor image quality will be cause for rejection by the Township.
- E. Any reach of Sanitary Sewer Lateral where recording quality, inspection, and/or report is not acceptable according to these Specifications shall be re-televised at no cost to the Township.

1.04 CONTRACTOR REQUIRED QUALIFICATIONS:

- A. Each operator performing CCTV inspection shall have a minimum of five years' experience in CCTV video inspection of sewer laterals. In addition, each Contractor shall provide a list of at least three customers who have had similar work completed by the same Contractor.
- B. Each Contractor performing CCTV inspection shall be registered with the Township.

1.05 QUALITY ASSURANCE

- A. Each Contractor's operators, technicians, and foremen performing a CCTV inspection shall be NASSCO-certified in Lateral Assessment Certification Program (LACP) for inspection of laterals.
- B. Each Contractor shall furnish current, up-to-date copies of Certificates of Completion in the above-identified program for each operator/technician and foreman performing a CCTV inspection. Certification numbers for each operator/technician and foreman performing the CCTV video inspections shall be furnished.
- C. Operators, technicians, and foremen performing a CCTV inspection found not to have up to date certification in the above program will not be permitted to conduct any CCTV or other inspections until the proper certificates are provided to and approved by the Engineer.

PART 2 – PRODUCTS

2.01 MATERIALS

- A. Software Requirements
 - 1. Each Contractor shall use NASSCO-certified software and follow LACP for sewer laterals and furnish evidence to the Township of said certification.
 - 2. Each Contractor shall record video in MPEG1/PPEG2 format.
 - 3. Recordings of all Sanitary Sewer Lateral inspections shall be made on high quality, color DVD format. The audio portion of the composite digital video shall be sufficiently free from electrical interference and background noise to provide complete intelligibility of the oral report. Video media shall be protected against over-writing.

2.02 EQUIPMENT

- A. The television camera used for the Sanitary Sewer Lateral inspection shall be one specifically designed and constructed for such application. Lighting for the camera shall be suitable to allow a clear picture for the entire periphery of the pipe. The camera shall be intrinsically safe and operative in 100 percent humidity conditions. Minimum color video camera resolution shall be 470 horizontal lines. Camera lens shall have a minimum 140 degree viewing angle with automatic or remote focus and iris control. Focal distance shall be adjustable through a range from 6 inches to infinity. Picture quality and definition shall be to the satisfaction of the Engineer and, if unsatisfactory, equipment shall be removed and no payment made for the unsatisfactory inspection. The camera head shall be pan-

and-tilt type with the ability to rotate 360° to view the entire internal circumference of the pipe. The inspection will provide full view of at least 80% of the pipe internal diameter.

The camera assembly shall be equipped with a lateral inspection system camera capable of video inspecting four (4) and six (6) inch service laterals, making the transition (jump) from four (4) and six (6) inch service laterals, and shall be the self-leveling type.

- B. A footage counter device, which measures the distance traveled by the camera in the sewer, shall be accurate to within 0.2 foot.

PART 3 - EXECUTION

3.01 INSPECTION

- A. Operator narration shall follow NASSCO standards. Each Contractor shall record defects using standard NASSCO nomenclature.
- B. Each Contractor shall include data view display showing the following information, where applicable:
 - 1. Property owner's name.
 - 2. Location (Township, street, state).
 - 3. Lateral address and length of lateral segment, pipe size, and pipe material.
 - 4. Date and Time.
 - 5. Weather conditions.
 - 6. Contractor's name.
 - 7. Inside pipe diameter and pipe material.
 - 8. On-going footage counter.
 - 9. High resolution still pictures.
 - 10. Direction of CCTV (from property line or from mainline connection).
 - 11. Operator narration.
- C. Each Contractor shall clearly label each DVD.

3.02 CCTV INSPECTION SURVEY

A. Lateral CCTV Procedure

Each Contractor shall:

1. conduct operations to prevent backups and sewer overflows;
2. be responsible for cleanup, repair, fines, property damage costs and claims for any sewage backup, bypass spillage or sanitary sewer overflow;
3. isolate each section inspected;
4. prevent backflow into laterals;
5. identify inspection by building address and sewer main segment;
6. if a lateral services two addresses, identify both addresses; and
7. inspect private portion of lateral, that portion from edge of cart-way to house, building, structure, etc. Should any blockage prevent the inspection to continue to the house, building, structure, etc., the blockage must be cleared and the inspection completed.

B. Operation

Each Contractor shall:

1. record section of sewer in its entirety with no breaks or interruptions;
2. move through line at speed no greater than 30 feet per minute stopping for minimum 10 seconds to record defects, and features and points of interest;
3. maintain technical quality, sharp focus, and distortion free picture;
4. pan, tilt, and rotate as necessary to best view and evaluate lateral defects, features, and points of interest;
5. measure location of defects and service laterals;
6. move camera through lateral at uniform rate from mainline to structure; and
7. stop at each suspected defect in lateral to allow adequate evaluation.

C. Defects

Each Contractor shall:

1. if roots, sludge, or sediment material impedes inspection, withdraw camera and re-clean lateral; and
2. upon completion of re-cleaning operation resume internal inspection.

**CHELTENHAM TOWNSHIP
MONTGOMERY COUNTY, PENNSYLVANIA**

RESOLUTION NO. ____-16

**SSBS PROPERTIES – 546-552 TOWNSHIP LINE ROAD
PRELIMINARY / FINAL SUBDIVISION APPROVAL**

WHEREAS, SSBS Properties, LLC ("Developer") is the owner and developer of a parcel having a total area of 0.69± acres situate in Cheltenham Township with located between Cottman Avenue (S.R. 0073) and Jefferson Avenue, west of Grove Avenue (the "Property"); and

WHEREAS, the Property is currently occupied by an automotive repair business as well as an existing dwelling; and

WHEREAS, the majority of the Property is zoned as C-3 Commercial and Business Zoning District, with a small portion located within the R-8 Residence Zoning District; and

WHEREAS, the Developer proposes to subdivide the site into two parcels along the existing zoning boundary with Lot 1 (0.52 acres) to be located within the C-3 District currently occupied by the automotive repair business with associated parking and Lot 2 (0.17 acres) to be located within the R-8 District (the "Development"); and

WHEREAS, the Development is more particularly shown on the following, which shall hereinafter be referred to as the "Plan":

- Preliminary/Final Subdivision Plan (1 sheet) dated March 23, 2014, last revised November 4, 2016; and

WHEREAS, no improvements are proposed in connection with this Development; and

WHEREAS, the Developer desires to obtain preliminary/final subdivision approval of the Plan from Cheltenham Township in accordance with Section 508 of the Pennsylvania Municipalities Planning Code.

NOW, THEREFORE, BE IT RESOLVED that Cheltenham Township hereby grants preliminary/final approval of the subdivision as shown on the Plan described herein subject, however, to the following conditions:

1. At this time, the Cheltenham Township Board of Commissions waives strict compliance with the following provisions of the Cheltenham Township Subdivision and Land Development Ordinance:

a. Section 260-32.A, requiring an environmental impact study in accordance with the requirements of Section 260-30;

b. Section 260-32.D.(2), requiring certain existing features within four hundred (400) feet of the Property to be shown on the plan. A partial waiver is granted. In lieu of the

requirements of these sections, Developer has agreed to add an aerial photograph to the Plan to depict the existing features within 400 feet of the Property;

c. Section 260-32.D.(4), requiring the location, size and ownership of all underground utilities and any rights-of-way within the property must be provided on the Plan; Developer has agreed to depict the existing water and sewer utilities on the plan;

d. Section 260-32.D.(5) and (7), requiring topography within and adjacent to the property for a minimum distance of four (400) hundred feet; and

e. Section 260-32.F. which states that whenever a lot or a parcel of ground is subdivided so that existing structures may be separately owned, the Board may waive the filing of a preliminary plan.

2. Prior to the recording of the Plan, the Developer shall revise the Plan to resolve to the satisfaction of the Township, all issues set forth in the Township Engineer's review letter dated November 22, 2016, the entire contents of which are incorporated herein by reference, and a true and correct copy of which is attached hereto as Exhibit "A".

3. Prior to recording the Plan, Developer shall provide the Township with all required approvals from any outside agencies having jurisdiction over the Development, if any, including, but not limited to, approval from the Pennsylvania Department of Transportation, the Montgomery County Roads and Bridges Department, the Pennsylvania Department of Environmental Protection, and the Montgomery County Conservation District.

4. The cost of accomplishing, satisfying and meeting all of the terms and conditions and requirements of the Plan, notes to the Plan, this Preliminary/Final Approval Resolution, and the costs of recording the Plan shall be borne entirely by the Developer and shall be at no cost to the Township.

5. Under the provisions of the Pennsylvania Municipalities Planning Code, the Developer has the right to accept or reject conditions imposed by the Board of Commissioners upon preliminary/final approval. In the absence of an appeal or a notice of rejection filed in writing within thirty (30) days from the date of this Resolution, the conditions set forth herein shall be deemed to have been accepted by the Developer. If the Township receives written notice of an appeal or rejection of any of the conditions set forth herein within thirty (30) days from the date of this Resolution, this approval and the waivers granted in Paragraph 1 (which waivers are granted contingent upon the acceptance of the conditions set forth herein) shall be deemed to be automatically rescinded and revoked and the application shall be considered denied based upon the failure to fully comply with all of the sections set forth in Paragraphs 1, all as authorized by Section 508 of the Pennsylvania Municipalities Planning Code.

ADOPTED and APPROVED at the public meeting of the Cheltenham Township Board of Commissioners, duly assembled, held on December 21, 2016.

ATTEST:

**TOWNSHIP OF CHELTENHAM
BOARD OF COMMISSIONERS**

Bryan T. Havir
Township Manager and Secretary

By: _____
Morton J. Simon, Jr., President

**CHELTENHAM TOWNSHIP
MONTGOMERY COUNTY, PENNSYLVANIA**

ORDINANCE NO. ____-16

**AN ORDINANCE OF THE BOARD OF COMMISSIONERS
OF CHELTENHAM TOWNSHIP, MONTGOMERY
COUNTY, PENNSYLVANIA AMENDING THE
CHELTENHAM TOWNSHIP CODE TO MODIFY THE
COMPENSATION AND BENEFITS OF THE TOWNSHIP
FINANCE OFFICER**

WHEREAS, the Board of Commissioners of Cheltenham Township (“Board of Commissioners”) wishes to modify the compensation and benefits of the elected Finance Officer.

NOW, THEREFORE, it is hereby **ADOPTED** and **ENACTED** as follows:

SECTION I. - Amendment to the Code

Section 5-19.B. in Chapter 5, “Administration of Government,” Article III. “Township Officials,” Section 5-19, “Elected Finance Officer,” of the Cheltenham Township Code is amended to read as follows (deleted words in cross out, added words in bold):

§5-19.B. Compensation ~~and benefits~~.

- (1) The annual compensation of the Finance Officer for the collection of **Township taxes (the real estate transfer tax, the mercantile tax and the business privilege tax) and the oversight of third party agencies retained by the Township Board of Commissioners to administer the collection of the earned income tax** shall be ~~\$15,000~~ **\$33,500**.
- ~~(2) The annual compensation of the Finance Officer for the collection of the earned income tax, where an outside agency is retained by the Township Board of Commissioners to administer such collection, shall be \$8,500.~~
- ~~(3) The health benefits of the Finance Officer for performing the listed duties of the Finance Officer shall be commensurate with the benefits of salaried employees.~~
- ~~(2)~~(4) The annual compensation of the Finance Officer for performing the duties of the Controller at the request of the Board of Commissioners shall be ~~\$10,000~~ **\$5,000**.

SECTION II. - 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, Pennsylvania.

SECTION III. - 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 IV. - 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 V. - 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 VI. - Effective Date

This Ordinance shall take effect and be in force as soon after adoption as is permitted by law.

DULY ORDAINED AND ENACTED this 21st day of December, 2016, by the Board of Commissioners of Cheltenham Township, Montgomery County, Pennsylvania, in lawful session duly assembled.

**BOARD OF COMMISSIONERS
TOWNSHIP OF CHELTENHAM**

Attest: _____
Bryan T. Havir, *Manager/Secretary*

By: _____
Morton J. Simon, Jr., *President*

**CHELTENHAM TOWNSHIP
MONTGOMERY COUNTY, PENNSYLVANIA**

ORDINANCE NO. ____-16

**AN ORDINANCE OF THE BOARD OF COMMISSIONERS
OF CHELTENHAM TOWNSHIP, MONTGOMERY
COUNTY, PENNSYLVANIA, TO AMEND THE CODE OF
THE TOWNSHIP OF CHELTENHAM, CHAPTER 285
THEREOF, ENTITLED VEHICLES AND TRAFFIC, BY
AMENDING CERTAIN STREET AND PARKING
REGULATIONS.**

The Board of Commissioners of the Township of Cheltenham hereby ordains:

SECTION 1. The Code of the Township of Cheltenham, Chapter 285, Article IV, entitled Schedule of Traffic Regulations, Section 285-43 thereof is hereby amended by **ADDING** the following:

KESWICK AVENUE (20) HANDICAPPED PARKING in front of 142 South
Keswick Avenue

SECTION 2. That in all other respects Chapter 285 of the Code of the Township of Cheltenham is hereby approved and accepted as amended, and shall continue in full force and effect.

SECTION 3. This Ordinance shall take effect and be in force from and after its approval as required by law.

ENACTED into an Ordinance this 21st day of December, 2016.

**TOWNSHIP OF CHELTENHAM
BOARD OF COMMISSIONERS**

Attest: _____
Bryan T. Havir, *Manager/Secretary*

By: _____
Morton J. Simon, Jr., *President*

Township of Cheltenham

Montgomery County, Pennsylvania

Board of Commissioners

Morton J. Simon, Jr., *President*
Daniel B. Norris, *Vice President*
Irv Brockington
Baron B. Holland
Brad M. Pransky
Ann L. Rappoport
J. Andrew Sharkey

Township Manager

Bryan T. Havir



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

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

MEMORANDUM

TO: Board of Commissioners
FROM: Alyson Elliott, Assistant Township Manager *(AEE)*
RE: 2016-2017 Multimodal Transportation Fund Grant – Revised Resolution
Elkins Park East Streetscape Improvement Project
DATE: December 9, 2016

Please find attached to this memorandum a copy of the revised Resolution authorizing application to the 2016-2017 Multimodal Transportation Fund grant program for the Elkins Park East Streetscape Improvement Project for your consideration. The Resolution has been revised since the Public Affairs Committee meeting to reflect the official estimate of a qualified design engineer, which is required for the grant application. It was necessary to update the cost estimate, since it was last revised in 2008.

Please note that the revised cost estimate makes the following changes to the project budget, increasing the Township's contribution by approximately \$100,000:

	Initial Estimate	Revised Estimate
Grant Request	\$1,289,000	\$1,454,712
Township Match	\$771,570	\$870,749
Total Project Cost	\$2,060,570	\$2,325,461

Attachment

**TOWNSHIP OF CHELTENHAM
MONTGOMERY COUNTY, PENNSYLVANIA**

RESOLUTION NO. ___-16

**A RESOLUTION OF THE BOARD OF COMMISSIONERS
OF CHELTENHAM TOWNSHIP, MONTGOMERY
COUNTY, PENNSYLVANIA AUTHORIZING THE
TOWNSHIP ADMINISTRATION TO PURSUE STATE
TRANSPORTATION GRANT UNDER THE MULTIMODAL
TRANSPORTATION FUND TO SUPPORT THE
IMPLEMENTATION OF TRANSPORTATION AND
PEDESTRIAN IMPROVEMENTS IN THE ELKINS PARK
EAST COMMERCIAL DISTRICT**

WHEREAS, the Township of Cheltenham, Montgomery County, desires to apply for state funding from the Pennsylvania Department of Transportation Multimodal Transportation Fund (MTF) to financially aid in the Township's implementation of transportation and pedestrian improvements in the Elkins Park East Commercial District; and

WHEREAS, Cheltenham Township completed a Commercial District Enhancement Plan for the Elkins Park East Commercial District in 2000, which outlines a vision and implementation plan for economic development, transportation improvements and streetscape enhancements; and

WHEREAS, Cheltenham Township engaged engineers and planners to design transportation and pedestrian improvements in the Elkins Park East Commercial District; and

WHEREAS, Cheltenham Township desires to enhance the Elkins Park East Commercial District on Montgomery Avenue, Harrison Avenue, Park Avenue and High School Road; and

WHEREAS, the proposed enhancements to the Elkins Park East Commercial District will address the state's multimodal and smart transportation policies and initiatives by integrating land use and transportation decisions to improve the Township's commercial district of Elkins Park East by providing safe and reliable transportation options, traffic calming measures, enhanced pedestrian access and bicycle connections to public transit facilities, pedestrian safety and physical site improvements that require the removal of barriers to ADA, and way-finding signage to benefit economic growth and stabilization, both of the commercial core and the surrounding neighborhood that primarily support revitalization of the business district.

NOW THEREFORE BE IT RESOLVED, that the Board of Commissioners of Cheltenham Township, Montgomery County, Pennsylvania, desires to file a FY 2016-17 MTF application to secure funds in an amount up to \$1,454,712 based on the total project cost of \$2,325,461 per the attached Project Budget for the purpose of installing a variety of streetscape

and traffic calming improvements in the Elkins Park East Commercial District on Montgomery Avenue, Harrison Avenue, Park Avenue and High School Road, and will be used for the construction of such elements as pedestrian sidewalk and curb improvements, ADA compliant curb cuts, ramps planters, benches, ornamental street lighting, bollards, pedestrian crosswalks, and other traffic calming improvements, and other vital amenities and visual elements, which are part of the Cheltenham Township Commercial District Enhancement Plan and Comprehensive Plan of Cheltenham Township.

BE IT FURTHER RESOLVED, that the Board of Commissioners of Cheltenham Township, Montgomery County does hereby designate the President of the Board of Commissioners and the Township Manager/Secretary as the officials to execute all documents and agreements between Cheltenham Township and the Pennsylvania Department of Transportation to facilitate and assist in obtaining the requested grant.

BE IT FURTHER RESOLVED, that the Township of Cheltenham will commit to the 30% match of \$870,749 out of its capital fund as its local share of the project costs.

I HEREBY CERTIFY that the foregoing Resolution was adopted by the Board of Commissioners of Cheltenham Township, Montgomery County, Pennsylvania, at its public meeting held at Curtis Hall, 1250 West Church Road, Wyncote, Pennsylvania, 19095, under my hand and the Seal of the Township of Cheltenham, this twenty-first day of December, A.D., 2016, in the year of the Township of Cheltenham the one hundred seventeenth.

RESOLVED and adopted this 21st day of **December, A.D., 2016**.

ATTEST:

**BOARD OF COMMISSIONERS
TOWNSHIP OF CHELTENHAM**

Bryan T. Havir, Township Manager/Secretary

By: _____
Morton J. Simon, Jr., President

**2016-17 PennDOT Multimodal Transportation Program Grant
Elkins Park East Streetscape Improvements**

Project Budget

Item	Subtotal
Pre Construction/ Construction Preparation	\$235,040
Milling and Paving	\$298,466
Curbs, Sidewalks and Crosswalks	\$830,671
Parking	\$25,100
Streetlights	\$442,500
Landscaping	\$17,904
Street Furniture	\$74,541
SUBTOTAL	\$1,924,222
Mobilization and insurance (8%)	\$153,938
SUBTOTAL	\$2,078,160
Grant Request	\$1,454,712
Balance Remaining	\$623,448
Engineering, design and inspection fees (10%)	\$145,471
Contingency (5%)	\$72,736
Administration (2%)	\$29,094
Township Cost	\$870,749
Total Project Cost	\$2,325,461

**CHELTENHAM TOWNSHIP
BOARD OF COMMISSIONERS**

ORDINANCE NO. _____-16

**AN ORDINANCE OF THE BOARD OF COMMISSIONERS
OF CHELTENHAM TOWNSHIP, MONTGOMERY
COUNTY, PENNSYLVANIA, FIXING THE TAX RATE
FOR THE YEAR 2017 AND APPROVING AND ADOPTING
THE OPERATING BUDGET WHICH APPROPRIATES
THE SPECIFIC SUMS ESTIMATED TO BE REQUIRED
FOR THE SPECIFIC PURPOSE OF OPERATING THE
TOWNSHIP GOVERNMENT HEREINAFTER SET FORTH
DURING THE CURRENT FISCAL YEAR**

The Board of Commissioners of Cheltenham Township hereby ordains:

SECTION 1. That a tax be established and hereby levied on all real property within Cheltenham Township that is subject to taxation for Township purposes for the Fiscal Year 2017, as follows:

- For General Purposes, the sum of 2.6726 mills on each one thousand dollars of assessed valuation.
- For Debt Purposes, the sum of 2.0870 mills on each one thousand dollars of assessed valuation.
- For Fire Protection purposes, the sum of 0.7202 mills on each one thousand dollars of assessed valuation.
- For Parks and Recreation purposes, the sum of 1.0730 mills on each one thousand dollars of assessed valuation.
- For Library purposes, the sum of 0.8637 mills on each one thousand dollars of assessed valuation.
- For Ambulance purposes, the sum of 0.5000 mills on each one thousand dollars of assessed valuation.
- For Pension purposes, the sum of 0.5000 mills on each one thousand dollars of assessed valuation.

The same being summarized in tabular form as follows:

<u>Purpose</u>	<u>Mills</u>
Tax Rate for General purposes	2.6726
Tax Rate for Debt purposes	2.0870
Tax Rate for Fire purposes	0.7202
Tax Rate for Parks and Recreation purposes	1.0730

Tax Rate for Library purposes	0.8637
Tax Rate for Ambulance purposes	0.5000
Tax Rate for Pensions	0.5000
TOTAL	<u>8.4165</u>

SECTION 2. That for the expenses of the Township for the Fiscal Year 2017, the following amounts are hereby appropriated from the revenues available for the current year for the specific purposes set forth below, which amounts are more fully itemized in the Budget Form.

**GENERAL OPERATING FUND
SUMMARY OF ESTIMATED RECEIPTS**

Receipts from Taxes	\$23,638,690
Other Revenue Receipts	\$19,224,020
TOTAL Estimated Fund Balance and Revenue	<u>\$42,862,710</u>

SUMMARY OF APPROPRIATIONS

	Operation Maintenance	Capital Outlay	Total
General Government:			
Administration	\$1,763,938		\$1,763,938
Treasurer and Tax Collector	\$ 121,695		\$ 121,695
Township Buildings	\$ 365,822		\$ 365,822
Subtotal	\$2,251,455		\$2,251,455
Protection to Person & Property:			
Police	\$8,745,208		\$8,745,208
Fire	\$1,353,343		\$1,353,343
Building: Regulations and Zoning	\$ 525,653		\$ 525,653
Subtotal	\$10,624,204		\$10,624,204
Health and Sanitation:			
Emergency Medical Services	\$1,122,871		\$1,122,871
Garbage Collection and Disposal	\$2,083,153		\$2,083,153
Sanitary Sewers	\$4,032,500		\$4,032,500
Subtotal	\$7,238,524		\$7,238,524
Highways:			
Streets and Bridges	\$1,405,040		\$1,405,040
Street Lighting & Traffic Signal	\$ 524,916		\$ 524,916
Subtotal	\$1,929,956		\$1,929,956
Libraries:			
	\$1,623,000		\$1,623,000

Recreation:			
	Parks & Playgrounds	\$1,795,337	\$1,795,337
	Swimming Pools	\$221,221	\$221,221
	Subtotal	\$2,016,558	\$2,016,558
Miscellaneous:			
	Bank-Bond Issue Pay Agent Fees	\$11,900	\$11,900
	Health Insurance, Pensions & Social Security	\$11,475,850	\$11,475,1850
	Fire Insurance, Workers' Compensation and General Liability	\$1,278,308	\$1,278,308
	Transfers to Sinking Fund	\$3,921,985	\$3,921,985
	Unemployment Compensation	\$20,000	\$20,000
	Hourly Legal Fund	\$20,670	\$20,670
	Unappropriated/Reserves	\$450,000	\$450,000
	Military and Civil Celebrations	\$300	\$300
	Subtotal	\$17,179,013	\$17,179,013
	TOTAL All Functions	\$42,862,710	\$42,862,710
	TOTAL for Operations, Maintenance, Interest & Capital Outlay	\$42,862,710	\$42,862,710

SECTION 3. An estimate of the specific items making up the amounts appropriated to the respective departments is on file at the offices of the Township Manager, 8230 Old York Road, Elkins Park, Pennsylvania.

SECTION 4. That any Ordinance, or part of Ordinance, conflicting with this Ordinance is hereby repealed insofar as the same affects this Ordinance.

ENACTED into an Ordinance this 21st day of December, 2016.

**TOWNSHIP OF CHELTENHAM
BOARD OF COMMISSIONERS**

Attest: _____
Bryan T. Havir, Manager/Secretary

By: _____
Morton J. Simon, Jr., President

