

La Mott Historic District, Township of Cheltenham  
**Board of Historical and Architectural Review**  
Meeting Minutes of  
Monday, February 1, 2016, 7:45 P.M.

Location: 8230 Old York Road, Elkins Park, 1<sup>st</sup> Floor, Board Room

Present: Mr. Timothy Hinchcliff, Chairman  
Ms. Darlene Melton, Vice Chairperson  
Ms. Linda Foggie, RA, Member  
Ms. Zilan Munas-Bass, Member  
Ms. Emma Trusty, Member  
Mr. Henry Sekawungu, Member and Director of Planning and Zoning  
Ms. Heather Hubert, Planning and Zoning Aide, BHAR Liaison

**1. Meeting Commencement**

Chairman Hinchcliff called the meeting to order at 8:05 P.M.

**2. Meeting Minutes**

Chairman Hinchcliff made a motion to accept the minutes dated November 5, 2015. The motion was unanimously accepted.

**3. Reorganization**

Chairman Hinchcliff announced the annual reorganization of the La Mott BHAR. Ms. Munas-Bass nominated Chairman Hinchcliff to retain his position as Chair of the BHAR, and for Ms. Melton to remain as Vice-Chairperson. The nomination was unanimously accepted.

**3. Application L16-164: Cheltenham Township, Cedar Lane, La Mott, PA 19027**

Mr. Bryan Havir, Cheltenham Township Manager, was present to discuss the application for a Certificate of Appropriateness (COA) for the restoration of a two-block section of the Cedar Lane streetscape.

Mr. Havir stated that the project will be federally-funded with a \$200,000 Community Development Building Grant. He explained that the scope of work will include the milling of Cedar Lane and subsequent base repair, resurfacing of the road, the restoration of eleven (11) driveway aprons and fourteen (14) ADA-compliant sidewalk ramps, as well as the removal of four (4) trees and the consequent refurbishment of the curb and tree lawn at those locations. Ms. Munas-Bass inquired if the township is planning on replacing the trees that will be removed. Mr. Havir answered that at this time, they will not, but did not rule out a replacement in the future. Discussion ensued regarding the particulars of the project.

Mr. Havir announced the bidding schedule for the project. Milestone dates are as follows:

Pre-bid Meeting	Mid-March
Contract Awarded	April 20 <sup>th</sup>
Notice to Proceed	May 4 <sup>th</sup>
Completion Date	Mid-July

A motion to grant the COA was made by Ms. Melton and seconded by Ms. Munas-Bass. The motion was unanimously accepted.

*Application L16-164 of Cheltenham Township, for the restoration of the Cedar Lane Streetscape, which includes the repair and resurfacing of the road, the replacement of select portions of concrete sidewalks, curbs, and driveway aprons, and the installation of ADA-compliant sidewalk ramps, was recommended by the BHAR to the Public Works Committee for approval of the COA as presented.*

**4. Old Business**

Staff reported that the meeting time for the La Mott BHAR would permanently change from 7:45pm to 6:30pm at the July, 2016 meeting.

**5. New Business**

There was no new business to discuss.

**6. Adjournment**

Chairman Hinchcliff made a motion to adjourn the meeting at 8:21 P.M. The motion was seconded by Ms. Melton.



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Bryan T. Havir  
Township Manager

per Heather Hubert