

La Mott Historic District, Township of Cheltenham  
**Board of Historical Architectural Review**  
Meeting Minutes of  
Thursday, July 7, 2011

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Issue Date: July 7, 2011

Time: 8:34 p.m.

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

Present: Ms. Zilan Munas Bass  
Ms. Darlene Melton  
Mr. Timothy Hinchcliff  
Ms. Emma Trusty  
Ms. Asteria Vives  
Mr. David Lynch, Member, Director of Engineering, Zoning and Inspections

Absent: Ms. Genevive Christopher  
Mr. Reynold Greenberg  
Mr. Carmen Reitano, Assistant to the Director of Engineering, Zoning and Inspections

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**1. Meeting Commencement**

Just prior to the meeting commencement Ms. Melton requested Ms. Vives to step down from the La Mott BHAR Board as Ms. Vives was not an official current member of the La Mott BHAR. Ms. Melton based her opinion on Mr. Kraynik's letter of May 19, 2011 to Ms. Vives advising her of the Board of Commissioners appointing her to the La Mott BHAR at the May 18, 2011 Board of Commissioners meeting (attached as Exhibit A); in Ms. Melton's reading of Mr. Kraynik's letter she interpreted it to mean that Ms. Vives would not be an official member until January 1, 2012.

Mr. Lynch stated that the clear meaning of Mr. Kraynik's letter was that Ms. Vives had been appointed as a current member of the La Mott BHAR and noted that Ms. Vives had sat as a voting member at the June 4, 2007 La Mott BHAR meeting.

Ms. Melton than suggested that the La Mott BHAR request Mr. Kraynik clarify the intent of the letter.

Mr. Lynch again stated that Ms. Vives had been appointed as a current member of the La Mott BHAR and must be permitted to sit as a BHAR member.

Mr. Hinchcliff reviewed Mr. Kraynik's letter and stated his agreement with Mr. Lynch's interpretation of the letter.

Ms. Vives sat as a current La Mott BHAR member.

b. Ms. Melton called the meeting to order at 8:37 PM; a quorum was present.

**2. Reorganization**

The BHAR tabled reorganizing itself; the sense of the BHAR was that it would like to have all eight (8) members present and would like to know if Mr. Greenberg wishes to continue as BHAR Chairman.

Mr. Lynch noted the BHAR has gone over a half year without reorganizing itself, and said it was time for reorganization.

**3. Meeting Minutes**

Mr. Hinchcliff made a Motion to accept the June 6, 2011 La Mott BHAR meeting minutes; Mr. Lynch seconded the Motion; the Motion passed.

**4. Applications**

**Application L-904  
7310 Keenan Street, La Mott,  
Selma Wellman**

The builder was present on behalf of the Applicant.

This application is for already completed replacement of a leaking roof and replacement of guttering/downspouts.

Mr. Lynch made a Motion to recommend approval of this application; Mr. Hinchcliff seconded the Motion; the Motion passed.

**Application L-905  
1617 W. Cheltenham Ave  
Enterprise Rental**

Mr. Michael Yanoff, Esq. was present for the applicant.

Mr. Lynch stated that this property was in front of the BHAR months ago for approval for Penske Truck Leasing. The applicant later withdrew. Mr. Lynch noted that Zoning Relief has already been given for the Enterprise Truck Rental use of the property. BHAR approval is needed for the exterior façade improvements including a 6' high estate style fencing.

Ms. Munas Bass asked why the previous owner was denied for the 6' fence they proposed years ago but Enterprise is being allowed now? Ms. Melton stated that no other business in the La Mott Historical District has the 6' or even 4' high fencing.

Mr. Yanoff stated that the appearance of the fence will add to the neighborhood not take away from it.

Ms. Trusty stated that the neighbors have not been notified. Ms. Melton expressed concerned about this application being heard by the Zoning Hearing Board prior to input by the La Mott BHAR. Ms. Melton stated that the BHAR is supposed to be an advisory committee. Mr. Lynch stated that the Township is not required to have the BHAR give recommendation on a ZHB appeal. Mr. Lynch clarified the BHAR is for Historical and Architectural Review and has no input on variances or uses. Mr. Hinchcliff clarified that the Board of Commissioners can choose whether to accept or not accept BHAR recommendation.

Ms. Vivas is also a resident on Sycamore Avenue and stated that she does not agree to anything. Ms. Vivas stated that she would like to see some things clarified first. Ms. Vivas also wants to know why the previous owner/applicant was denied the 6' high fence.

Ms. Yolanda Gaston of 7319 Sycamore Avenue expressed concerns about the upkeep of the property and how traffic and parking will be handled.

Mr. Yanoff noted that Enterprise has no intention of using the rear property only the front portion of property. Mr. Yanoff also clarified that there will be no on street parking. Mr. Yanoff stated that he cannot speak to the previous owners of the proposed Penske Rental operation but Enterprise keeps their businesses clean. Mr. Yanoff stated that there will be no auto repair or large trucks, just car rental.

Ms. Munas Bass stated that the Korean Market also promised a lot of things for parking etc and nothing has been done. Ms. Munas Bass stated that she is skeptical of promises of ample parking etc.

Ms. Melton made a Motion to take No Action; to allow the Board of Commissioners to decide; Ms. Munas Bass seconded the Motion, the Motion passed 5 to 1 with Mr. Lynch voting "No".

## **5. Old Business**

### **a. La Mott BHAR Meeting Time**

Ms. Melton noted that the BHARs meeting times have not changed and requests that the La Mott BHAR switch times with the Wyncote BHAR and start at 7:30 PM.

Ms. Munas Bass pointed out that the La Mott meeting started 15 minutes late.

Both Ms. Melton and Ms. Munas Bass agreed that when the La Mott BHAR agreed to switch times with the Wyncote BHAR it was because the La Mott BHAR meetings occasionally had run long but that the switch was with the proviso that the BHARs would alternate using the earlier start time.

Mr. Lynch stated that he has found nothing in the record substantiating that La Mott and Wyncote BHARs agreed to alternate using the earlier start time; also, he noted that the Wyncote BHAR does not wish to change its start time.

( For the record the La Mott BHAR had the earlier start time from 1974 thru the June 4, 2011 )  
( the first La Mott BHAR meeting starting at 8:15 PM was the July 2, 2007 meeting; see Exhibits )  
( B and C. )

## **6. New Business**

### **a. Application L-906 1714 Graham Lane Paula L. Booker**

Ms. Booker was present for the application.

This application is for an emergency roof replacement of a leaking roof. Applicant proposes to use a dimensional grayish asphalt shingle.

Mr. Hinchcliff made a Motion to recommend approval of this application; Ms. Vives seconded the Motion; the Motion passed.

**b. Application L-907  
7334 Sycamore Avenue  
David and Dorothy Stevens**

No one was present for this application.

This application is for an emergency roof repair for replacement of a leaking roof; applicant proposes to use a dimensional grayish asphalt shingle.

Mr. Lynch made a Motion to Table this application as the applicant was not present per BHAR policy; Ms. Melton seconded the Motion; the Motion passed.

**c. Draft "Historic Resource Overlay District" Ordinance ("D-HROD")**

Mr. Lynch presented the D-HROD and noted the following:

- a. D-HROD documents how the BHARS actually process applications.
- b. The term "Demolition by neglect" is defined.
- c. The term "Local Landmark" is defined.
- d. The boundaries of both Historic Districts remain the same.
- e. Subdivisions/Land developments within the Historic Districts now must receive a Certificate of Appropriateness ("COA").
- f. Demolition of a "Local Landmark" outside of an Historic District must receive a COA; the COA will be reviewed by the Planning Commission and be acted upon by the Board of Commissioners.
- g. The Secretary of the Interior Standards for Rehabilitation are included in the D-HROD.
- h. Detailed requirements for COA review for demolition are set forth.
- i. COAs expire one (1) year after issuance (if no work is done.).
- j. No buildings within the Historic Districts or designated as local landmark shall be demolished by neglect; however, there is a provision for "Economic Hardship."

Ms. Melton stated she was not prepared to act on the D-HROD as it was not listed as an agenda item.

Mr. Lynch noted that the D-HROD was preliminary discussed under New Business at last month's BHAR meeting and that he informed the BHAR members then present that it would be discussed at this meeting. A copy of the D-HROD was included in the La Mott BHAR mailing for this meeting. Mr. Lynch apologized that the discussion of the D-HROD was inadvertently left off the Agenda.

All of the other BHAR members present at the meeting stated that they had no objections to the D-HROD.

Ms. Melton requested the D-HROD be placed on the August BHAR agenda; Mr. Lynch said he would do so.

**d. Proposals for Historic Preservation Consultant ("HPC")**

Mr. Lynch stated that the Township had received a \$10,000 grant for an HPC.

The Township solicited proposals from over 15 firms and received priced proposals from the following:

1. CHRS, Inc.	<u>Total Lump Sum Cost</u>
451 N. Cannon Avenue	\$12,276.00
Suite 100 B	
North Wales, PA 19454	

- |  |             |
|--|-------------|
| 2. Gilbert Architects, Inc.<br>626 North Charlotte Street<br>Lancaster, PA 17603                                   | \$12,000.00 |
| 3. KSK Architects, Planners,<br>Historians, Inc.<br>123 South Broad Street<br>Suite 2250<br>Philadelphia, PA 19109 | \$16,579.00 |
| 4. Artefact, Inc.<br>26-28 East Third Street<br>Bethlehem, PA 18015  | \$21,000.00 |
| 5. Hammel Associates Architects, LLC<br>25 East Grant Street, Suite 102<br>Lancaster, PA 17602                     | \$11,820.00 |

As the proposals are for Professional Services the Township does not have to accept the lowest priced proposal but can consider other factors in awarding the project.


The Township considers CHRS, Inc., who submitted the third lowest price proposal, as the best consultant for this project as it has demonstrated competency as it has served as HPC for the Township from 2004 to 2010, as it is a local firm. The first and second low proposals are from firms based in Lancaster, PA, and as the spread between CHRS, Inc and the lowest proposal is on \$456.

The BHAR members remembered CHRS's project manager assigned to Cheltenham, Christine Miller Cruiss, and thought she did an excellent job on reviewing BHAR applications.

Ms. Trusty made a Motion to recommend that the Township select CHRS, Inc. as its HPC; Mr. Hinchcliff seconded the Motion; the Motion passed.

## 7. Adjournment

Ms. Melton made a Motion to Adjourn; Ms. Munas Bass seconded the Motion; the Motion passed and the meeting adjourned at 10 PM.



David G. Krzynek  
Township Manager

Per: Holly A. Nagy

# Township of Cheltenham

Montgomery County, Pennsylvania

**Board of Commissioners**  
Harvey Portner, President  
Art Haywood, Vice President  
Kathy A. Hampton  
Charles D. McKeown  
J. Andrew Sharkey  
Morton J. Simon, Jr.  
Michael J. Swavola

**Township Manager**  
David G. Kraynik



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

Phone: 215 887-1000  
FAX: 215 887-1561  
Website: [cheltenhamtownship.org](http://cheltenhamtownship.org)

May 19, 2011

Ms. Asteria Vives  
7326 Sycamore Avenue  
La Mott, PA 19027

**Re: Appointment to La Mott Board of Historical and Architectural Review ("BHAR")**

Dear Ms. Vives:

I am pleased to advise you that the Board of Commissioners, at its meeting last evening appointed you to serve as a member of the La Mott BHAR to fill an expired term that expires on January 1, 2012.

Meetings of this BHAR are normally held on the first Monday of each month at 8:15 p.m., at the Township Administration Building, as indicated in the Township's Annual Report and Calendar or by Agenda Notice. The next meeting is scheduled for Monday, June 6, 2011. Minutes of the previous BHAR meeting and the next meeting's agenda will be forwarded to you under separate cover. If you have any questions about the operation of the BHAR, do not hesitate to contact Assistant to the Township Engineer, Carmen Reitano, at 215-887-1000, ext. 213.

The Board of Commissioners appreciates your willingness to serve on this BHAR and hopes you find it an interesting and rewarding experience.

Sincerely,



David G. Kraynik  
Township Manager

DGK:amf

xc: David M. Lynch, Director, Engineering, Zoning & Inspections  
Carmen Reitano, Assistant to the Township Engineer  
Darlene Melton, Acting Chair, La Mott BHAR

EXHIBIT A

AGENDA  
LAMOTT BOARD OF  
HISTORICAL AND ARCHITECTURAL REVIEW  
MONDAY, JUNE 4, 2007  
7:30 PM  
TOWNSHIP BUILDING

1. Acceptance of Meeting Minutes of May 7, 2007
2. Continued Discussion of Application No. L817 of Pierre and Marie Gaston, owners of premises known as 7412 Cedar Lane, LaMott, for a Certificate of Appropriateness for the following:
  - a. Install a 6' high solid vinyl fence within the front yard setback.
  - b. Remove existing storm windows and replace with new aluminum windows.
3. Discussion of Application No. L819 of Trina Gooding, owner of premises known as 1817 Chelsea Road, LaMott, for a Certificate of Appropriateness for the following:
  - a. Remove the existing concrete steps in front of the rear sidewall entrance, and construct a new wooden deck with steps, posts and gate.
4. Discussion of Application No. L820 of Kenneth Gates, owner of premises known as 7452 Sycamore Avenue, LaMott, for a Certificate of Appropriateness for the following:
  - a. Install a 4' high 50 % open wooden picket fence within the front yard setback.
  - b. Install a 6" high solid wooden fence along the side yard at the rear of the property.
5. Old Business
6. New Business
7. Adjournment

David G. Kraynik  
Township Manager

The LaMott BHAR cannot officially conduct business unless a quorum of five (5) members is present. If you cannot attend the meeting, please call the Building and Zoning Department 24 hours prior to the meeting in order that we can take appropriate action to try to ensure that a quorum will be present.

EXHIBIT B

**AGENDA  
LAMOTT BOARD OF  
HISTORICAL AND ARCHITECTURAL REVIEW  
MONDAY, JULY 2, 2007  
8:15 PM  
TOWNSHIP BUILDING**

1. Acceptance of Meeting Minutes of June 4, 2007
2. Continued discussion of Application No. L819 of Trina Gooding, owner of premises known as 1817 Chelsea Road, LaMott, for a Certificate of Appropriateness for the following:
  - a. Remove the existing concrete steps in front of the rear sidewall entrance, and construct a new wooden deck with steps, post and gate
3. Discussion of Application No. L821 of Darthenia Moore-Bunch, owner of premises known as 8 ½ Latham Parkway, LaMott, for a Certificate of Appropriateness for the following:
  - a. Replace existing roof with new Timberline architectural shingles (color to be determined at meeting). Applicant suggested T730 shingle (charcoal color)
  - b. Possible replacement of front bay window to be discussed
  - c. Replace existing gutters and downspouts (size, style and material to be determine at meeting)
4. Discussion of Application No. L822 of Jin and Hana Yi (a/k/a Luckey Automotive) owner of premises known as 1617 W. Cheltenham Avenue, for a Certificate of Appropriateness as follows:
  - a. Install a 4' high cyclone fence along the Cheltenham Avenue street frontage and side yard
5. Old Business
6. New Business
7. Adjournment

David G. Kraynik  
Township Manager

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EXHIBIT C