

#### **BOROUGH OF NORTH WALES**

300 School Street, North Wales, PA 19454 Phone: 215-699-4424 • Fax: 215-699-3991 http://northwalesborough.org

COUNCIL MEETING Tuesday, April 9, 2024 – 7:00 P.M.

Salvatore Amato Sherwin Collins Anji Fazio Alexander Groce Brittany Kohler Wendy McClure Sally Neiderhiser Mark Tarlecki Sarah Whelan Neil McDevitt, Mayor

Call to Order, Date and Time Roll Call Pledge of Allegiance

- 1. Public Comment
- 2. Presentation: Zoning Applicant Z-24-01 405 School Street
- 3. Consideration: Authorization to submit a Letter of Intent to the Governor's Center for Local Government Services in the PA Department of Community and Economic Development to Conduct a Fire Service Study on Behalf of Ambler Borough, Lower Gwynedd Township, North Wales Borough, and Upper Gwynedd Township
- 4. Consideration: Approval of Waiver of Building Permit Fees for 125 N. Main Street Plumbing Permit - \$80.00

- 5. Consideration: Approval of Disposal of Records
- 6. Consideration: Acceptance of Resignation of Rachel Wise from Parks and Recreation Board
- 7. Consideration: Approval of Minutes: March 26, 2024

#### 9. Solicitor / Mayor / Council / Chief / Public Works / Manager

#### Adjournment

All interested parties may participate on the date and time noted above and when called upon by the Council President. The public may also submit questions or comments prior to the meeting by e-mail to <u>info@northwalesborough.org</u>; these must be received no later than 12 Noon on the day of the meeting. Persons with disabilities who wish to attend the meeting and require auxiliary aid, service, or other accommodation to participate in the meeting should contact North Wales Borough at 215-699-4424 or by e-mail to <u>info@northwalesborough.org</u>.

#### **Mayor's Office Hours:**

2<sup>nd</sup> Tuesdays

5:00 P.M. - 7:00 P.M.

#### **Monthly Meetings Information:**

HARB	3 <sup>rd</sup> Wednesday of Month
Historic Commission	4 <sup>th</sup> Thursday of Month
Human Relations Commission	3 <sup>rd</sup> Thursday of Month
Park & Recreation Board	2 <sup>nd</sup> Thursday of Month
Planning Commission	1 <sup>st</sup> Wednesday of Month
Shade Tree Commission	2 <sup>nd</sup> Thursday of Month
Zoning Hearing Board	1 <sup>st</sup> Tuesday of Month, as needed.

All the above meetings begin at 7 P.M. at Borough Hall, unless noted otherwise.

North Wales Water Authority	3 <sup>rd</sup> Wednesday of Month
	5:00 P.M., 200 W. Walnut Street
Nor-Gwyn Pool Commission	3 <sup>rd</sup> Monday of Month
	7:30 P.M., 1 Parkside Place

Please note: The meeting is being digitally recorded.

#### LAW OFFICES ANDREW L. MILLER &

ANDREW L. MILLER \* DANIEL S. COVAL, JR.

\*Admitted to practice in Pennsylvania and New Jersey ASSOCIATES A Professional Corporation 15 st. asaph's road Bala Cynwyd, Pennsylvania 19004-2405

April 4, 2024

Via Email aturock@northwalesborough.org

Alex Turock, Assistant Manager North Wales Borough 300 School Street North Wales, PA 19454

#### Re: Zoning Application of the Armani Trust for Property at 405 School Street Council Meeting of April 9, 2024

Dear Mr. Turock:

I represent the Armani Trust which has filed a zoning application for the property at 405 School Street. I understand we will be on the agenda for the April 9 meeting of the Borough Council.

In anticipation of the counsel meeting, I am enclosing the following, electronically by PDF:

- Application of The Armani Trust to the North Wales Township Zoning Hearing Board
- Plan, showing proposed renovation of property at 405 School Street
- Photos (3) of property

Please advise me if you need "hard" copies of these documents in advance of the meeting and, if so, how many copies, and we will provide them.

Thank you.

Sincerely.

Daniel-S. Coval, Jr., Esquire DSC:lf Enc.

cc:

Christine A. Hart (w/enc.) (Via Email chart@northwalesborough.org) Gregory Gifford, Esquire (w/enc.) (Via Email grg@rgsglaw.com) (610) 617-1776 Fax (610) 664-9435

E-MAIL: DCOVAL@AMILLERLAW.COM

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North Wales Borough 300 School Street North Wales, PA 19454 Phone: 215-699-4424 Fax: 215-699-3991 www.northwalesborough.org

#### ZONING HEARING BOARD APPLICATION

#### CLASSIFICATION OF APPEAL (check all that apply)

Request for Variance Request for Special Exception Interpretation of Law

□Validity Challenge □Appeal from Determination of Zoning Officer / Borough Engineer

#### PROPERTY INFORMATION

Address: 405 School Street, North Wales, PA 19454	
Tax Parcel Number: 14-00-02712-00-1	Zoning District:R-3
Block and Unit Number: 14008 029	Lot Dimensions: 26' by 115.33'
APPLICANT INFORMATION	
Name: The Armani Trust	
Mailing Address: 400 Fairview Road, Penn Valley, PA	19072
Phone Number:	Email:
OWNER INFORMATION	
Name (if different than applicant): The Armani Tr	ust
Mailing Address:	
Phone Number:	Email:
ATTORNEY INFORMATION	
Name (if applicable): Daniel S. Coval, Jr., Esquire	
Mailing Address: 15 St. Asaph's Road, Bala Cynwyd, PA	19004
Phone Number:(610) 617-1776	Email: dcoval@amillerlaw.com

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1.	Application	relates to	(check	all	that	apply	/):
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⊠Use	□Height	□Existing Building	Building / Impervious Coverage
□Lot Area	$\Box$ Yards	□Proposed Building	□Non-Conforming Use / Structure
□Sign	□Parking	□Home Occupation	□Other

 Cite specific sections of North Wales Borough Zoning Code, for which relief is requested. Attach letter of denial from Zoning Officer / Borough Engineer (if applicable): See Zoning Officer's letter of December 19, 2023, attached as Exhibit 1. Applicant is not appealing the

Zoning Officer's determinations, but seek relief as described in the letter.

- Description of current use of property: See attached Supplement to Zoning Application attached as Exhibit 2.
- Description of proposed use or project: See attached Supplement to Zoning Application attached as Exhibit 2.
- 5. I/We believe the Zoning Hearing Board should approve this request because:

See attached Supplement to Zoning Application attached as Exhibit 2.

6. Has any previous application or appeal been filed concerning the subject of this appeal?

⊠No □Yes (if yes, specify): None known by Applicant.

#### **REQUIRED SUPPLEMENTAL DOCUMENTS**

- 1. Copy of the deed showing current ownership.
- 2. Nine (9) copies of the site plan and elevation plan(s), if applicable, showing the affected real property, indicating the location of the lot and its size, all current and proposed improvements, parking spaces where pertinent, all plot lines, dimensions, and setback boundaries.

**NOTE:** The site plan must be certified by a licensed surveyor or engineer unless the Zoning Officer grants a waiver.

3. Building and Impervious Coverage Form if relief requested is for building and/or impervious coverage requirements. The form is available at Borough Hall and on the Borough website.

#### AUTHORIZATION

I (We) hereby acknowledge the above information is true and correct to the best of my (our) knowledge, information, or belief. Applications which are incomplete, do not include the required supporting documents, or lack sufficient information will be rejected.

Applicant Name: The Armani Trust

Applicant Signature:	Niust	Date:	2,6,24	,
	/			

**NOTE:** If applicable, the property owner must sign to indicate that applicant has permission to proceed with this application for the subject site.

Owner Name:	The Armani Tru	ist		
Owner Signatur	re: <u>Niulla -</u>		Date:	6,24

#### FOR BOROUGH USE ONLY

Application #:	Fee Paid: \$
Date Notices Mailed:	Dates Advertised:
Date Property Posted:	Hearing Date:
Comments:	

Updated: 03/15/2023

# EXHIBIT 1



#### **BOROUGH OF NORTH WALES**

300 School Street, North Wales, PA 19454 Phone: 215-699-4424 • Fax: 215-699-3991 http://northwalesborough.org

Sent via e-mail

December 19, 2023

Mehdi Armani The Armani Trust 400 Fairview Road Penn Valley PA 19072

#### RE: Building Addition – Zoning Permit Application 405 School Street – Parcel #: 14-00-02712-00-1

Dear Mr. Armani,

Thank you for your clarification on the proposed project. I have reviewed your Zoning Permit Applications regarding the North Walsh Borough Zoning Code. The application is proposing an addition to the rear of the existing single-family semidetached dwelling (Use B-3) and proposing an Accessory Dwelling Unit (Use A-1). The property is located within the R-3 Residential Zoning District and it contains 2,999 SF. I offer the following comments regarding the proposed Accessory dwelling Unit:

- 1. Per Section 208-16.A.(1), a Use A-1 Accessory Dwelling Unit is only permitted by **Special Exception** approval from the Zoning Hearing Board.
- 2. Per Section 208-16.A.(1)(b), requires annual registration by the owner of the Accessory Dwelling Unit.
- 3. Per Section 208-16.A.(1)(c)[1], the use permit for the Accessory Dwelling Unit shall be in effect only so long as either the principal dwelling or the Accessory Dwelling Unit is occupied by the owner of record of the property. The owner of the property is listed as The Armani Trust. The person occupying the dwelling must be the owner of the Trust. Documentation must be provided accordingly.
- 4. Per Section 208-16.A.(1)(c)[2], the Accessory Dwelling Unit must have an entrance separate from the entrance to the primary residence and it may not be a part of the front facade.
- 5. Per Section 208-16.A.(1)(c)[4], the maximum permitted floor area of an Accessory Dwelling Unit shall be the lesser of 40% of the living area of the primary residence or

1,200 SF. The square footage of the new single-family living area and the proposed Accessory Dwelling Unit must be provided to confirm compliance.

- 6. Per Section 208-16.A.(1)(f), before obtaining a Building permit for an Accessory Dwelling Unit the property owner shall file with Montgomery County Recorder of Deeds a declaration of restrictions containing a reference to the deed under which the property was acquired by the present owner stating the items listed in this code section.
- 7. Per section 208-62(C), the minimum number of parking spaces required for a Single-family semidetached dwelling (Use B-3) is two (2) parking spaces per unit. The minimum number of parking spaces for the proposed Accessory Dwelling Unit (A-1) is one (1) parking space. This would require three (3) new parking spaces, but since the existing unit currently does not have parking, that unit would be exempt. However, the project will require one (1) new parking spaces on the lot.

The plans should be revised to address the comments listed above and relief obtained from the Zoning Hearing Borad as required for the Special Exception and any other code requirements for which you will not comply. If you have any further information, please do not hesitate to contact me at (215) 699-4424, x115.

Sincerely,

May Sitts

Gary Smith Zoning Officer, Keystone Municipal Services

CC: Property File

# EXHIBIT 2

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#### BEFORE THE ZONING HEARING BOARD OF NORTH WALES BOROUGH APPLICATION/APPEAL OF THE ARMANI TRUST PROPERTY: 405 SCHOOL STREET <u>SUPPLEMENT TO ZONING APPLICATION</u>

The Armani Trust ("Applicant") brings this Application/Appeal to the Zoning Hearing Board of North Wales Township seeking a special exception to approve a Use A-1 Accessory Dwelling Unit, and related dimensional variances. In support thereof, Applicant avers:

The name and address of the Applicant is "The Armani Trust", 400
 Fairview Road, Penn Valley, PA 19072.

2. The Applicant is the owner of the property to be affected by the special exception and variance.

3. The property which is the subject of this Application is 405 School Street, North Wales, PA 19454 (the "Property").

4. The Property is located in the R-3 Residential Zoning District pursuant to the Zoning Code of the Borough of North Wales (the "Code").

5. The Property is 26 feet in width and 115.33 feet in depth, for a total area of 2,999 square feet. The Property is improved with an attached twin dwelling house, approximately 20 feet in width (to exterior walls) and approximately 57 feet in depth. County records indicate that the dwelling house was built in 1874. The Property is shown on Page A-1 "Existing Site Plan" of the Plans for The Armani Trust made by Dot's Design Up, LLC (the "Plans"), which are attached hereto as Exhibit "A".

6. Applicant seeks a special exception pursuant to Section 208-16.A.(1) to convert the Property into two dwelling units, one of which is a Use A-1 Accessory Dwelling Unit ("ADU").

7. The Applicant requests a variance from Code Section 208-16.A.(D)[4] to construct an ADU at a maximum permitted floor area of greater than 40% of the living area of the primary residence. The ADU will have a maximum floor area which is approximately 78 % of the floor area of the primary dwelling unit.

8. Applicant requests a variance from Code Section 208-62.C (Table 15.1) which requires one off-street parking space for the proposed ADU. There is no off-street parking at the Property, and none can be provided due to the configuration of the Property, which has no means to access the rear of the Property from any street, and the side yard is not wide enough for parking. There is ample on-street parking.

9. Applicant requests a variance, if required, from Code Section 208-16.A.(1)(c)[2] which requires that the ADU must have an entrance separate from the entrance to the primary residence and it may not be part of the front façade. Applicant believes that the proposed renovations to the Property meet this requirement as each unit has a separate entrance from a common hallway, and the ADU has a second entrance at the rear of the unit and therefore no variance is required. However, if it is interpreted that the proposed configuration does not meet the requirement, then Applicant seeks a variance from this provision.

10. A detailed description of the proposed improvements and changes to the interior of the dwelling to create the ADU are shown on the Plans attached hereto as

Exhibit "A". The Applicant proposes to construct a small one-story addition, 9'9" x 7'3" in size, to essentially "square off" the rear of the house to create a living room for the. The ADU will encompass the first floor of the existing house. The primary dwelling unit will be on the second and third floors of the existing house. The ADU and the primary dwelling unit will each have one bedroom and one bathroom. The floor area of the primary unit will be 1,081 square feet and the floor area of the ADU will be 843 square feet. Therefore, the floor area of the ADU will be approximately 78% of the floor area of the principal dwelling unit.

11. A variance is required from the maximum area ratio of 40% because the ADU will occupy a single floor and the principal dwelling unit will occupy the remaining two floors. It is not feasible to further subdivide the space within the existing home, which would require the construction of additional staircases or other means of access between floors. Locating the ADU on the first floor will allow for creation of a unit which is accessible and on one level and therefore suitable for occupancy by an older individual or an individual with disabilities.

12. Conversion of the property to create the ADU is consistent with the character of the neighborhood. Applicant believes that the adjacent, attached dwelling has a similar ADU.

13. Applicant will comply with all provisions of the Code relating to the use of the ADU.

WHEREFORE, Applicant, The Armani Trust, respectfully requests that the Board grant the relief set forth above.

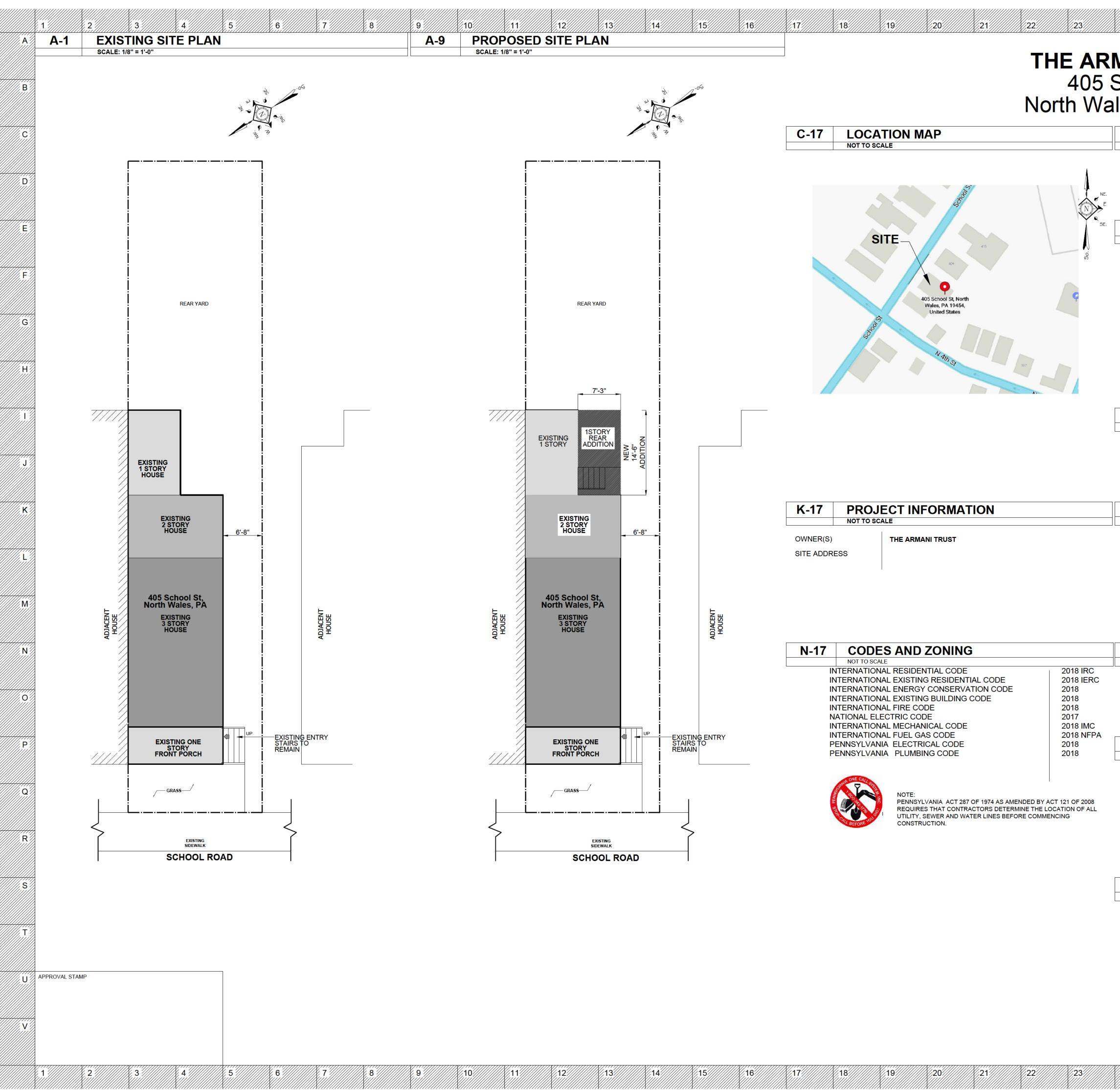
Respectfully submitted,

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Daniel S. Coval, Ir., Esquire Attorney for Applicant The Armani Trust



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MANI TRUST School St, les, PA 19454	al a perio		NON VICTOR OF THE STREET OF TO	В
C-24 SCOPE OF WORK NOT TO SCALE EXISTING THREE STORY BUILDING WITH ONE FAMILY. PROPOSED ONE STORY REAR ADDITION AND NEW (2) FAMILY, ONE FAMILY IN FIRST LEVEL AND OTHER FAMILY IN SECOND AND THIRD LEVEL.		19125	ġ	C
E-24       WALL LEGEND         scale: 1/4" = 1'-0"         EXISTING BASEMENT WALL         EXISTING WALL TO BE DEMOLISHED         INTERIOR PARTITION ONE LAYER OF 5/8" TYPE X GYPSUM BOARD APPLIED TO BOTH SIDES OF 2 x 4 WOOD STUDS @ 16" O.C. 1 HR FIRE RATED         PROPERTY LINE         SMOKE / CARBON MONOXIDE DETECTOR (HARDWIRED)         EXTERIOR WALL 2x6 @ 16" O.C. DOUG FUR EXTERIOR WALL FRAMING, W/ R-21 5 1/2" THICK SPRAY INSULATION. SHEATHING TO BE 1/2" 'CDX' PLYWOOD AND 15 LB. FELT W/ 1" MIN. AIRSPACE AND GALVANIZED METAL STRAP TIES @ 16" O.C.	GN UP LLC	1860 Frankford Ave. Philadelphia, PA 1	TING THREE STORY BUILDING WITH ONE FAMILY. POSED ONE STORY REAR ADDITION AND THER FAMILY, ONE FAMILY IN FIRST LEVEL AND ER FAMILY IN SECOND AND THIRD LEVEL.	E F G H
I-24       DRAWING LIST         NOT TO SCALE         A-000       COVER PAGE, LOCATION MAP AND GENERAL NOTES         A-001       EXISTING FLOOR PLAN         A-002       PROPOSED FLOOR PLAN AND NOTES         A-003       GENERAL DETAILS         A-004       SECTION DETAIL, ROOF DETAILS         E-001       ELECTRICAL PLAN         M-001       MECHANICAL			REVISIONS	
DWELLING         UNIT 2         2ND AND 3RD FLOOR         1-HR FLOOR/CEILING         ASSEMBLY TO EXTENDED TO         EXTERIOR WALL (SUPPORT PER         SECTION R302.3.1         IS REQUIRED)	IST		9454	
1. PATCH AND PAINT NON-LOAD BEARING WALLS AS NEEDED     2. NO ENLARGEMENT OF DOOR OR WINDOW OPENINGS     3. ALL FLOOR/CEILING ASSEMBLIES MUST ADHERE TO 1-HR FIRE RATINGS     4. ALL INTERIOR PARTITION WALLS BETWEEN APARTMENT DWELLINGS MUST ADHERE TO 1-HR FIRE     RATINGS     5. ALL ENTRY DOORS MUST ADHERE TO 1-HR FIRE RATINGS WITH SELF CLOSING HINGES     6. ALL ELECTRICAL AND PLUMBING PERMITS TO BE OBTAINED BY PLUMBING AND ELECTRICAL     CONTRACTORS     P-24     PLUMBING NOTES     NOT TO SCALE     1. PROVIDE ALL MATERIALS AND METHODS AS PER THE PREVAILING CODE.     2. ALL WATER PIPE TO BE COPPER UNLESS NOTE OTHERWISE.	THE ARMANI TRI	105 Sch	Wale	O P
<ul> <li>PVC PIPE MAY USED IF ALLOWED BY CODE WITH OWNER''S APPROVAL.</li> <li>ALL WORK TO BE DONE BY LICENSED CONTRACTOR ONLY.</li> <li>PROVIDE STOP VALVES IN ALL WATER AND GAS LINES.</li> <li>INSULATE ALL WATER PIPES TO AVOID HEAT LOSS AND CONDENSATION .</li> <li>SOIL STACKS TO BE CAST IRON 4" DIA.</li> <li>VTR. TO COPPER 2" DIA.</li> <li>COPPER DRAIN PIPES AS SHOWN ON DIAGRAM.</li> <li>COPPER WATER PIPES AS SHOWN ON DIAGRAM AND SYMBOLS.</li> <li>PROVIDE ELECTRIC GARBAGE DISPOSAL IN THE KITCHEN SINK COORD. GARBAGE DISPOSAL OUTLET WITH ELECTRICAL CONTRACTOR.</li> </ul>	DU OWNER:			Q R S
<ol> <li>PROVIDE 15 AMP CIRCUIT FOR LIGHTING &amp; 30 AMPS CIRCUIT FOR MOTORIZED APPLIANCES.</li> <li>ALL WORK TO BE DONE BY LICENSED CONTRACTOR ONLY.</li> </ol>	mber: Date: Scale: Chkd. By : D	As No DEC -	Dwg. By : Tax Map #	

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ROOM	FLOOR	CEILING	WALLS	2011711	
BASEMENT			NORTH	SOUTH	EAS
OPEN STORAGE	NO WORK	NOWORK	NO WORK	NO WORK	NO WORK
UTILITY ROOM	NO WORK	NOWORK	NO WORK	NO WORK	NO WORK
LIVING ROOM	REFINISH EXISTING	PAINT - 1 COAT LATEX PRIME	PAINT - 1 COAT LATEX PRIME	PAINT - 1 COAT LATEX PRIME	PAINT - 1 COAT LAT
		1 LATEX UNDERCOAT	DECORATIVE GLAZED FINISH	1 LATEX UNDERCOAT	1 LATEX UNDERCO
		1 LATEX FINISH COAT	FAUX PAINTING	1 LATEX FINISH COAT	1 LATEX FINISH CO
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		1 LATEX FINISH COAT		1 LATEX FINISH COAT	
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DATEROOM	FLORENCE ANTICO 13X13	PAINT - 1 COAT LATEX PRIME 1 LATEX UNDERCOAT		CANCOS - FLORENCE ANTICO WALL	
			TILE - SEE ELEVATIONS	TILE - SEE ELEVATIONS	TILE - SEE ELEVAT
	WITH BULLNOSE CAP	1 LATEX FINISH COAT			
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	STONE AS SELECTED BY OWNER		DECORATIVE GLAZED FINISH	1 LATEX UNDERCOAT	
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	WITH BULLNOSE CAP	1 LATEX FINISH COAT			
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NO SCALE

#### **KITCHEN APPLIANCES FIXTURES AND FITTINGS SCHEDULES**

Item No.	Item	Manufacturer / Series	Model #	Service requirement	Finish	Notes
KITCHEN						
K-1	REFRIGERATOR	GENERAL ELECTRIC / PROF LE	PFSS5NFZSS	120 VOLTS, 15 AMPS	STAINLESS STEEL	NEW, FURNISHED BY
						INSTALLED BY CONTR
K-2	DISHWASHER	KENMORE / STAINLESS STEEL	1344	N/A	STAINLES STEEL -	NEW, FURNISHED BY
	Diolitikationen				BLACK	INSTALLED BY CONTR
K-3	S NK	KOHLER / APERITIF	K-6626-3-96	N/A	BISCUIT	NEW, FURNISHED BY
			11-0020-0-00			INSTALLED BY CONTR
	FAUCET	Kohler / Forte	K-10430VS	N/A	VIBRANT STA NI ES	SNEW, FURNISHED BY
						INSTALLED BY CONTR
K-4	S NK	KOHLER / LANGLADE	K-6560-3	N/A	BISCUIT	NEW, FURNISHED BY
						INSTALLED BY CONTR
	FAUCET	Kohler / Simplice with	K-649-VS	N/A	VIBRANT STA NLES	SNEW, FURNISHED BY
		SOAP DISPENSER ACCESSORY				INSTALLED BY CONTR
K-5	RANGE	BERTAZZONI / PRO SER ES	X365GGVXX	1/2" NATURAL GAS INPUT	STAINLESS STEEL	NEW, FURNISHED BY
K-6	HOOD	BROAN / RANGEMASTER PROVISA	63000	120 VOLTS, 5.5 AMPS, 900 CFM, 8" ROUND DUCT	STAINLES STEEL	NEW, FURNISHED BY
K-7	WALL OVEN	FRIGIDAIRE / PROFESSIONAL	FPEW3085KF	240/208 VOLTS, 4000 WATTS 20 AMPS	STA NLESS STEEL	NEW, FURNISHED BY O
				NIA		
L-1	WASHER	FRIGIDAIRE / AFF NITY	FAFW3577KW	N/A	WHITE	NEW, FURNISHED BY
	DDVED		EAOE7047KA			
L-2	DRYER	FRIGIDAIRE / AFF NITY	FAQE7017KW	240 VOLTS, 24 AMPS	WHITE	NEW, FURNISHED BY (

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APPROVAL STAMP 2 U 2

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X/17//

A-15 DOOR SCHEDULE

//18//

	WALL BASE
WEST	
NO WORK	NOWORK
NOWORK	NO WORK
PAINT - 1 COAT LATEX PRIME	DYKES BASEBOARD
1 LATEX UNDERCOAT	MODEL 264
1 LATEX FINISH COAT	
NO WORK	NO WORK
CANCOS - FLORENCE ANTICO WALL TILE - SEE ELEVATIONS	N/A
PAINT - 1 COAT LATEX PRIME	DYKES BASEBOARD
LATEX UNDERCOAT	MODEL 264
1 LATEX FINISH COAT	
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1 LATEX UNDERCOAT	MODEL 264
1 LATEX FINISH COAT	
CANCOS - FLORENCE ANTICO WALL	N/A
TILE - SEE ELEVATIONS	
PAINT - 1 COAT LATEX PRIME	DYKES BASEBOARD
1 LATEX UNDERCOAT	MODEL 264
1 LATEX FINISH COAT	
PAINT - 1 COAT LATEX PRIME	
1 LATEX UNDERCOAT	DYKES BASEBOARD MODEL 264
1 LATEX FINISH COAT	
NO WORK	NO CHANGE

	NO SCAI	E					
#		DESCRIPTION	DOOR MANUFACTURER	STYLE / SIZE	FRAME	FINISH	HARDWAR
BASEM	ENT						
BD-1	OPEN STORAGE /	SINGLE DOOR, 3/4 HOUR	METROPOLITAN DOOR INE			FIELD PAINT DOOR AND	SET 1
	MECHANICAL ROOM	FIRE RATED		3'-0" x 6'-8"	KNOCK DOWN	FRAME	
BD-2	OFFICE	DOUBLE DOOR, 3/4 HOUR	METROPOLITAN DOOR INC	HMD SERIES 18 GAUGE	DWZ, 16 GAUGE,	FIELD PAINT DOOR AND	SET 2
BD-3	BATHROOM	SINGLE DOOR, MDF	TRUSTILE DOORS LLC	TS3000 / 2'-3" x 6'-8"	WOOD FRAME, CASING	FIELD PAINT DOOR AND	) SET 6
FIRST F	LOOR						
1D 1				E3 SERIES STANDARD /			OFT 2
1D-1	EXTERIOR / KITCHEN	EXTERIOR SLIDING DOOR WITH GLASS LITE		FL-210 / 6'-0" x 6'-8"	WOODT RAIVIL, CASING	FRAME	SET 3
	RITCHEN	WITT OLASS LITE					
1D-2	EXTERIOR /	EXTERIOR SWING DOOR			WOOD FRAME, CASING	FIELD PAINT DOOR AND	SET 3
	FOYER	WITH GLASS LITE		3'-0" x 6'-8"		FRAME	
1D-3	PANTRY /	DOUBLE DOOR, MDF	TRUSTILE DOORS LLC	TS3000 / 3'-4" x 6'-8"	WOOD FRAME, CASING		SET 4
	KITCHEN					CABINETS	
45.4							
1D-4							
SECON	D FLOOR						
2D-1	LANDING /	SINGLE DOOR, MDF	TRUSTILE DOORS LLC	TS3000 / 2'-8" x 6'-8"	WOOD FRAME, CASING		SET 6
	MASTER BEDROOM					FRAME	
2D-2	MASTER BEDROOM /	SINGLE DOOR, MDF	TRUSTILE DOORS LLC	TS3000 / 2'-8" x 6'-8"	WOOD FRAME, CASING		SET 6
20-2	BATHROOM			10000072-0 x 0-0		FRAME	
2D-3	LANDING /	SINGLE DOOR, MDF	TRUSTILE DOORS LLC	TS3000 / 2'-3" x 6'-8"	WOOD FRAME, CASING	FIELD PAINT DOOR AND	SET 6
	BATHROOM					FRAME	
2D-4	LANDING / BEDROOM 2		N/A	TS3000 / 2'-8" x 6'-8"	N/A	REFINISH	N/A
20.5			N/A				NV A
2D-5	LANDING / BEDROOM 3		N/A	TS3000 / 2'-8" x 6'-8"	N/A	REFINISH	N/A
2D-6	BEDROOM 2 / CLOSET		N/A		N/A	REFINISH	N/A
2D-7	BEDROOM 3 / CLOSET		N/A		N/A	REFINISH	N/A

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#### J-15 BATHROOM FIXTURES AND FITTINGS SCHEDULES NO SCALE

ltem No.	Item	Manufacturer / Series	Model #	Service requirement	Finish	Notes
FIRST FLO	OOR BATHROOM					
	CLOSET					
L-1	WASHER	FRIGIDAIRE / AFF NITY	FAFW3577KW	N/A	WHITE	NEW, FURNISHED BY OWNER
						INSTALLED BY CONTRACTOR
L-2	DRYER	FRIGIDAIRE / AFF NITY	FAQE7017KW	240 VOLTS, 24 AMPS	WHITE	NEW, FURNISHED BY OWNER
						INSTALLED BY CONTRACTOR
MASTER	BATHROOM					
1B-1	VANITY CABINET	AVANTI	EWC18DZ		BLACK	NEW, FURNISHED BY OWNER
						INSTALLED BY CONTRACTOR
1B-2	FAUCET	GENERAL ELECTRIC	PFSS5NFZSS	120 VOLTS, 15 AMPS	STAINLESS STEEL	NEW, FURNISHED BY OWNER
		/ PROFILE				INSTALLED BY CONTRACTOR
1B-3	FAUCET	KOHLER / APERIT F	K-6626-3-96	N/A	BISCUIT	NEW, FURNISHED BY OWNER
						INSTALLED BY CONTRACTOR
1B-4	FAUCET	Kohler / Forte	K-10430VS	N/A	V BRANT STAINLES	SNEW, FURNISHED BY OWNER
						INSTALLED BY CONTRACTOR
1B-5	TUB	KOHLER / LANGLADE	K-6560-3	N/A	BISCUIT	NEW, FURNISHED BY OWNER
						INSTALLED BY CONTRACTOR
1B-6	TUB BODY	KOHLER / SIMPLICE WIT	<b>K</b> -649-VS	N/A	V BRANT STAINLES	SNEW, FURNISHED BY OWNER
		SOAP DISPENSER ACCESSORY				INSTALLED BY CONTRACTOR

#### HARDWARE SCHEDULE D-24 NO SCALE

SET#	ITEM	QTY.	DESCRIPTION	Manufacturer	Model	Finish	NOTES
Set # 1	HINGE	3	STEEL, STANDARD WEIGHT, FULL	McKINNEY	1502 4-1/2x4-1/2	26D	
			MORTISE, SINGLE ACTING				
	LOCKSET	1	LEVER HANDLE	SCHLAGE	B60	US26D	
Set # 2	HINGE	6	STEEL, STANDARD WEIGHT, FULL	McKINNEY	1502 4-1/2x4-1/2	26D	
			MORTISE, SINGLE ACTING				
	LOCKSET	1	LEVER HANDLE	SCHLAGE	B60	US26D	LEFT UNIT ONLY
			STRIKE PLATE	SCHLAGE			RIGHT UNIT ONLY
Set #3	HINGE	3	STEEL, STANDARD WEIGHT, FULL	McKINNEY	1502 4-1/2x4-1/2	26D	
			MORTISE, SINGLE ACTING, SPRING				
	LOCKSET	1	MORTISE LOCK - ENTRY	SCHLAGE	L9050P 07	626	
	DEADBOL	Γ1	KEYED DEADBOLT WITH THUMB LATCHSCHLAGE		B60N	626	
	STOP	1	DOME FLOOR STOP	ROCKWOOD	441CU	US26D	D2-1 ONLY
	SILENCER	3	DURAFLEX RUBBER	ROCKWOOD	608	GRAY	
Set #4	HINGE	6	STEEL, STANDARD WEIGHT, FULL	McKINNEY	1502 4-1/2x4-1/2	26D	
			MORTISE, SINGLE ACTING				
	PULL	2	CABINET PULL	VALLI & VALLI	A 232 SIZE A	15	
	LATCH	4	ROLLER LATCH	McKINNEY	RL1	626	TOP AND BOTTOM
Set #5	HINGE	6	STEEL, STANDARD WEIGHT, FULL	McKINNEY	1502 4-1/2x4-1/2	26D	
			MORTISE, SINGLE ACTING				
	PULL	1	CONCEALED PULL	McKINNEY	BFP16L	626	
	LATCH	4	ROLLER LATCH	McKINNEY	RL1	626	TOP AND BOTTOM
Set#6	HINGE	3	STEEL, STANDARD WEIGHT, FULL	McKINNEY	1502 4-1/2x4-1/2	26D	
			MORTISE, SINGLE ACTING				
	LOCKSET	1	LEVER HANDLE WITH PUSH BUTTON	SCHLAGE	F10 MNH	626	
			PRIVACY				
	STOP	1	DOME FLOOR STOP	ROCKWOOD	441CU	US26D	
	SILENCER	3	DURAFLEX RUBBER	ROCKWOOD	608	GRAY	

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A-2			SCHEDULE	-			
#	LOCATION	MANUFACTURER	SERIES / MODEL / SIZE	GLAZING	FINISH	HARDWARE	US STATE
SEME	 NT						SUN MIN
R <mark>ST F</mark> L	OOR						PERIO
1W-1	LIVING ROOM	ANDERSEN	SERIES 400 / CX155	LOW E-4, ARGO	NWHITE EXTERIOR,	CONTEMPORARY	1 AL
COND	FLOOR		2'-7 1/2' 3/8 x 5'-4 13/16"		FIELD PAINT INTERIOR	WHITE FINISH	
D-2	4 GE	NERAL	NOTES				

- 3. ALL DIMENSIONS ARE FACE OF FINISHED SURFACE OF FACE OF EXISTING UNLESS NOTED OTHERWISE. 4. D MENSIONS GIVEN IN FIGURES ON THE PLANS SHALL TAKE PRECEDENCE OVER SCALED DIMENSIONS. ALL DIMENSIONS WHETHER GIVEN FIGURES OR SCALED SHALL BE VERIFIED IN THE FIELD.
- DISCREPANCIES SHALL BE REVIEWED WITH THE ARCHITECT PRIOR TO CONSTRUCTION. 5. WHERE THE TERM 'EQUAL' IS USED, IT SHALL MEAN EQUAL PRODUCT AS APPROVED BY ARCHITECT IN WRITING. 'BY OTHERS', SHALL MEAN WORK PERFORMED BY CONTRACTORS OTHER THAN THE GENERAL CONTRACTOR OR HIS SUBCONTRACTORS. 'FURNISH', SHALL MEAN TO SUPPLY MATERIAL OR EQUIPMENT TO PROJECT SITE. 'INSTALL', SHALL MEAN TO PLACE, SET UP OR ESTABLISH FURNISHED MATERIAL INTO LOCATION DIRECTED ON DRAWINGS. 'PROVIDE', SHALL MEAN TO FURNISH AND INSTALL COMPLETE AND READY FOR INTENDED USE.
- 6. THE GENERAL CONTRACTOR SHALL MAKE A SURVEY OF THE JOB SITE BEFORE ANY WORK BEGINS. GENERAL CONTRACTOR SHALL NOTE ANY CONDITIONS, WHICH WILL AFFECT OR WILL BE AFFECTED BY WORK ON THIS PROJECT. ANY SUCH CONDITIONS OR DISCREPANCIES SHALL BE REPORTED MMEDIATELY TO THE ARCHITECT.
- 7. THE CONTRACTOR BY COMMENCING THE WORK ACCEPTS THE CONDITIONS OF THE SIRE AND THE COMPLETENESS OF THE CONTRACT DOCUMENTS.
- ANY MATERIAL OR LABOR NEITHER SHOWN ON THE DRAWING NOR SPECIFIED BUT WHICH OBVIOUSLY 8 ARE NECESSARY TO COMPLETE THE WORK OR A SIMILAR NATURE SHALL BE FURNISHED WITHOUT COST TO THE OWNER.
- 9. ALL MATERIALS FURNISHED AND INSTALLED BY THE GENERAL CONTRACTOR SHALL BE FREE FROM DEFECTS. ALL WORK SHALL BE GUARANTEED FOR A PERIOD OF ONE YEAR FROM THE DATE OF ACCEPTANCE OF WORK. DURING THIS PERIOD THE GENERAL CONTRACTOR SHALL CORRECT ANY PROBLEMS DUE TO DEFECTIVE MATERIALS OF FAULTY WORKMANSHIP AT NO COST TO THE OWNER. ANY PROBLEMS THAT OCCUR DURING CONSTRUCTION SHALL BE CORRECTED IMMEDIATELY TO THE SATISFACTION OF THE OWNER.
- 10. GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR ALL PERMITS, FEES, LABOR, EQUIPMENT, ETC. AS MAY BE REQUIRED FOR A COMPLETE PROJECT. 11. WORK INDICATED IS TO BE EXECUTED IN ACCORDANCE WITH THE LATEST EDITIONS OF ALL APPLICABLE
- CODES. THE GENERAL CONTRACTOR SHALL CONFORM TO ALL LANDLORDS' CONSTRUCTION REQUIREMENTS, AND BUILDING STANDARDS, UNLESS NOTED OTHERWISE.
- 12. THE CONTRACTOR FOR THE PORTION OF WORK INDICATED ON THE PLANS IS RESPONSIBLE FOR COORDINATION OF HIS WORK WITH ALL OTHER TRADES.
- 13. GENERAL CONTRACTOR SHALL KEEP ALL PERSONS NOT AUTHORIZED TO ENTER JOB SITE AWAY FROM THE AREA. 14. DURING AND AT THE COMPLETION OF THE CONTRACTOR'S DAILY WORK, CONTRACTOR IS RESPONSIBLE
- FOR THE CLEANING UP AND REMOVAL OF ALL RUBBISH AND DEBRIS BEFORE LEAVING THE PROJECT JOB SITE. 15. ALL WORK SHALL BE DONE IN COMPLIANCE WITH THE OCCUPATIONAL SAFETY AND HEALTH ACT (OSHA).
- THE FOLLOWING ARE STRICTLY PROHIBITED WORK AND PRACTICES: A. ANY COMBUSTIBLE MATERIALS ABOVE FINISHED CEILINGS OR IN A NON-SPRINKLERED LOCATION.
- B. ANY STRUCTURAL LOAD TEMPORARY OR PERMANENT ON ANY PART OF THE LANDLORD'S WORK OR STRUCTURE WITHOUT PRIOR WRITTEN APPROVAL.
- a. CUTTING ANY HOLES IN EXISTING FLOOR SLABS, WALLS, OR ROOF WITHOUT PROPER APPROVALS
- 16. GENERAL CONTRACTOR SHALL PROVIDE ADEQUATE PROTECTION OF WORK, MATERIALS, FIXTURES, ETC., IN LEASED SPACE FROM LOSS OR DAMAGE FROM FIRE, THEFT OR VANDALISM.
- 17. NO SUBSTITUTION OF SPECIFIED MATERIAL OR EQUIPMENT WILL BE ACCEPTED UNLESS A WRITTEN REQUEST FOR APPROVAL FROM THE CONTRACTOR HAS RECEIVED APPROVAL FROM THE ARCHITECT.
- 18. GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR ADEQUATE BRACING AS REQUIRED TO SECURE WORK TO STRUCTURE ABOVE CEILING AND SHALL BE TOTALLY RESPONSIBLE FOR HIS WORK.
- 19. GENERAL CONTRACTOR SHALL CONFINE ALL VEHICLES TO LOCATION SPECIFIED BY OWNER.
- 20. GENERAL CONTRACTOR SHALL PERFORM ALL WORK ACCORDING TO SCHEDULE AS GIVEN BY OWNER. 21. ALL FURNITURE SHOWN ON THE DRAWINGS ARE NOT IN CONTRACT AND ARE FOR LAYOUT PURPOSES ONLY, UNLESS OTHERWISE NOTED.
- 22. PROVIDE TEMPORARY FACILITIES AS REQ. USE OF ELECTRICAL POWER AND WATER WILL BE AVAILABLE. USE OF BATHROOM IS ACCEPTABLE, PROVIDED FACILITIES ARE CLEANED AND MAINTAINED IN CONDITION ACCEPTABLE TO OWNER. IF ANY UTILITIES ARE INADEQUATE DURING CONSTRUCTION, CONTRACTOR WILL ARRANGE AND PAY FOR THESE TEMPORARY UTILITIES. 23. THE JOB SITE SHALL BE KEPT CLEAN TO OWNER SATISFACTION. OWNER WILL GIVE CONTRACTOR
- PROPER NOTICE IF SITE NEEDS TO BE CLEANED FOR VISITORS. 24. ACCESS PANELS. ALL ACCESS PANELS SHALL BE RECESSED GWB PANELS. LOCATION, TYPE AND SHOP DRAWINGS WILL BE SUBMITTED TO ARCH FOR APPROVAL. PROVIDE FIRE-RATED PANELS AS REQ.

#### P-23 DEMOLITION NOTES NOT TO SCALE

THE GENERAL CONTRACTOR SHALL FURNISH ALL LABOR AND MATERIALS AS REQUIRED TO COMPLETE

- DEMOLITION AND REMOVAL OF ALL ITEMS INDICATED ON 1. THE DRAWINGS AS REQUIRED TO PERFORM ALL CONTRACT WORK,
- 2. ALL DEFECTIVE PLASTER AND/OR FINISHED SURFACES ON COLUMNS AND EXISTING WALLS SHALL BE CHOPPER OUT AND/OR PATCHED FREE OF ALL IRREGULARITIES AND SHALL MATCH ADJACENT WALLS IN FINISH AND THICKNESS.
- 3. ALL WORK DEMOLISHED SHALL BE REMOVED FROM THE PREMISES EXCEPT ITEMS TO BE REUSED OR RETURNED TO THE CLIENT OR AS OTHERWISE DIRECTED. 4. IN ALL AREAS WHERE DEMOLITION REMOVAL OF TILE CARPETING,
- TACKLES, PARTITIONS ETC. CAUSES AN UNEVENNESS IN SLAB. THE CONTRACTOR SHALL PATCH TO LEVEL THE SLAB TO RECEIVE NEW FINISHED FLOORING.
- 5. ALL EXPOSED LIGHT FIXTURES, WIRING, SWITCHES, AND METAL WIRING, SWITCHES AND ALL MOLDING NOT BEING REUSED SHALL BE REMOVED AND EITHER STORED OR CARTED AWAY BY THE GENERAL CONTRACTOR.
- 6. THE GENERAL CONTRACTOR SHALL FURNISH A SYSTEM OF TEMPORARY POWER AND LIGHTS THROUGHOUT THE SPACE UNDER CONSTRUCTION AND DEMOLITION AS REQUIRED.
- 7. THE GENERAL CONTRACTOR SHALL REMOVE TO THE SOURCE CAP AND FLUSH OFF BEHIND FINISH SURFACES ALL PROJECTING PLUMBING, FLOOR, ELECTRICAL/TELEPHONE OUTLETS, AND ALL OTHER PROJECTING ITEMS WHICH ARE BEING ABANDONED. FIRE RATINGS SHALL BE MAINTAINED. 8. ALL EXISTING TO REMAIN, EXISTING RELOCATED, OR NEW ITEMS INSTALLED IN ADDITION TO BEING
- APPLY AND PROTECTED THROUGHOUT THE PERIOD OF CONSTRUCTION SHALL BE THOROUGHLY CLEANED. 9. UPON COMPLETION OF DEMOLITION WORK, THE GENERAL CONTRACTOR SHALL PROVIDE THAT ALL
- AREAS BE LEFT BROOM CLEAN. 10. THE GENERAL CONTRACTORS SHALL INSPECT ALL EXISTING SURFACES AND WHERE AS A RESULT OF DEMOLITION, FINISHED SURFACES DO NOT ALIGN, THE EXISTING FINISH SHALL BE CHOPPED AWAY, NEW
- CORNER BEADS AND STOPS INSTALLED AND SURFACE SMOOTH FLUSH ALIGNED SURFACE. 11. ALL DEMOLITION IS TO BE PERFORMED IN ACCORDANCE WITH THE BUILDING CODES LATEST ORDINANCE OF THE CITY OF PHILADELPHIA.
- 12. THE GENERAL CONTRACTOR SHALL ERECT ALL NECESSARY PLASTIC DROP CLOTH PARTITIONS TO PROTECT ADJACENT BUILDING PROPERTY WHILE DEMOLITION AND CONSTRUCTION ARE IN PROGRESS.

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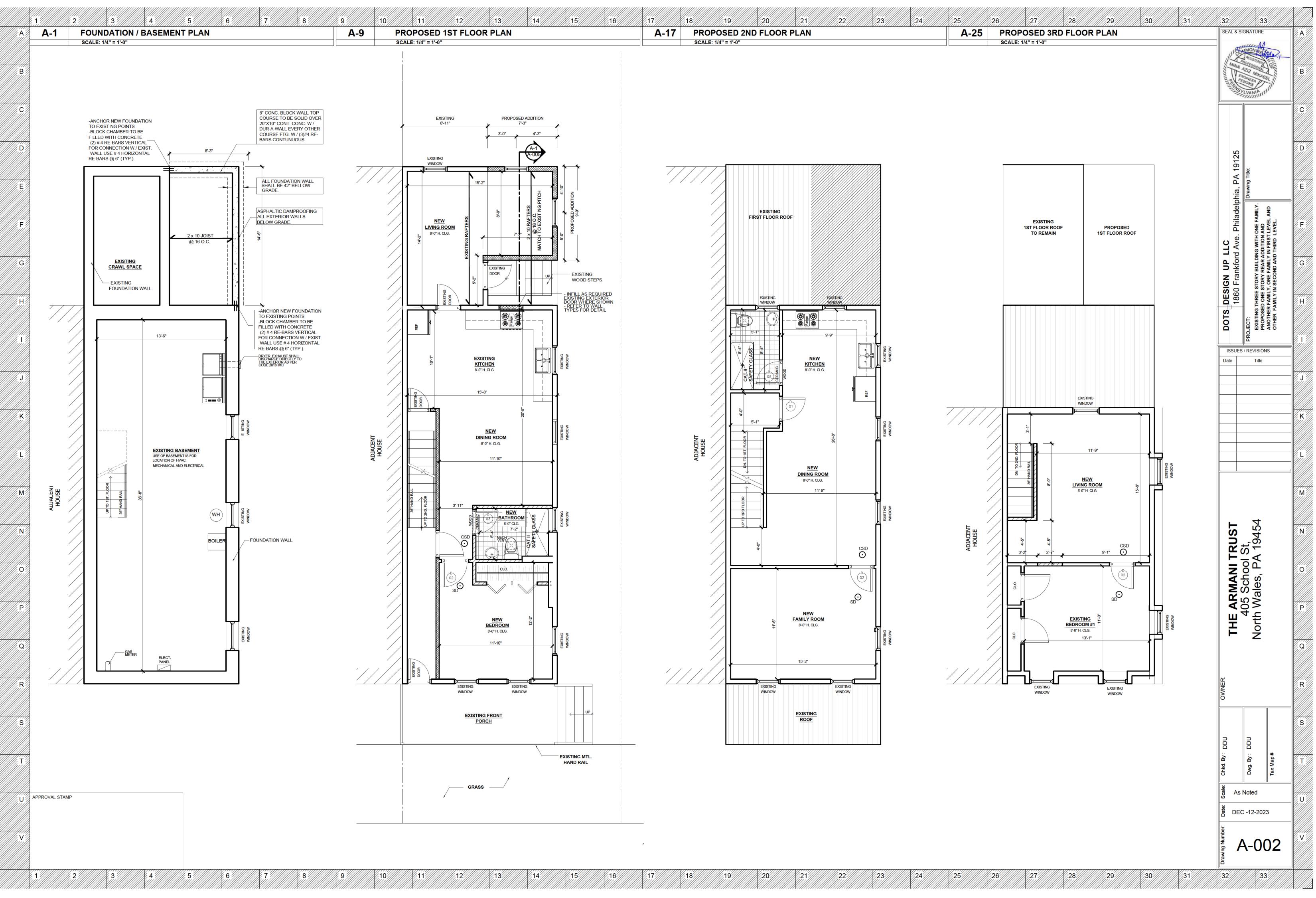
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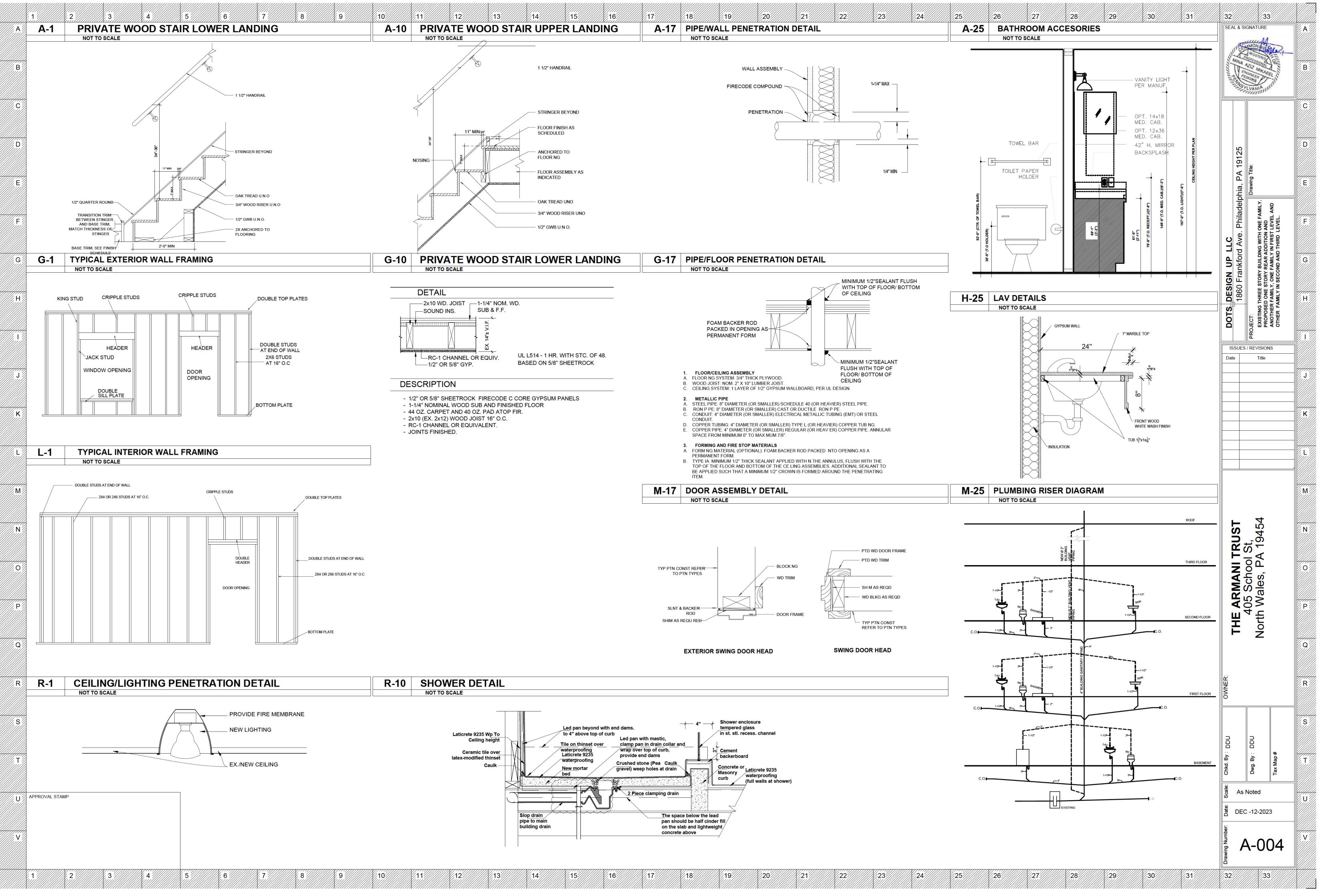
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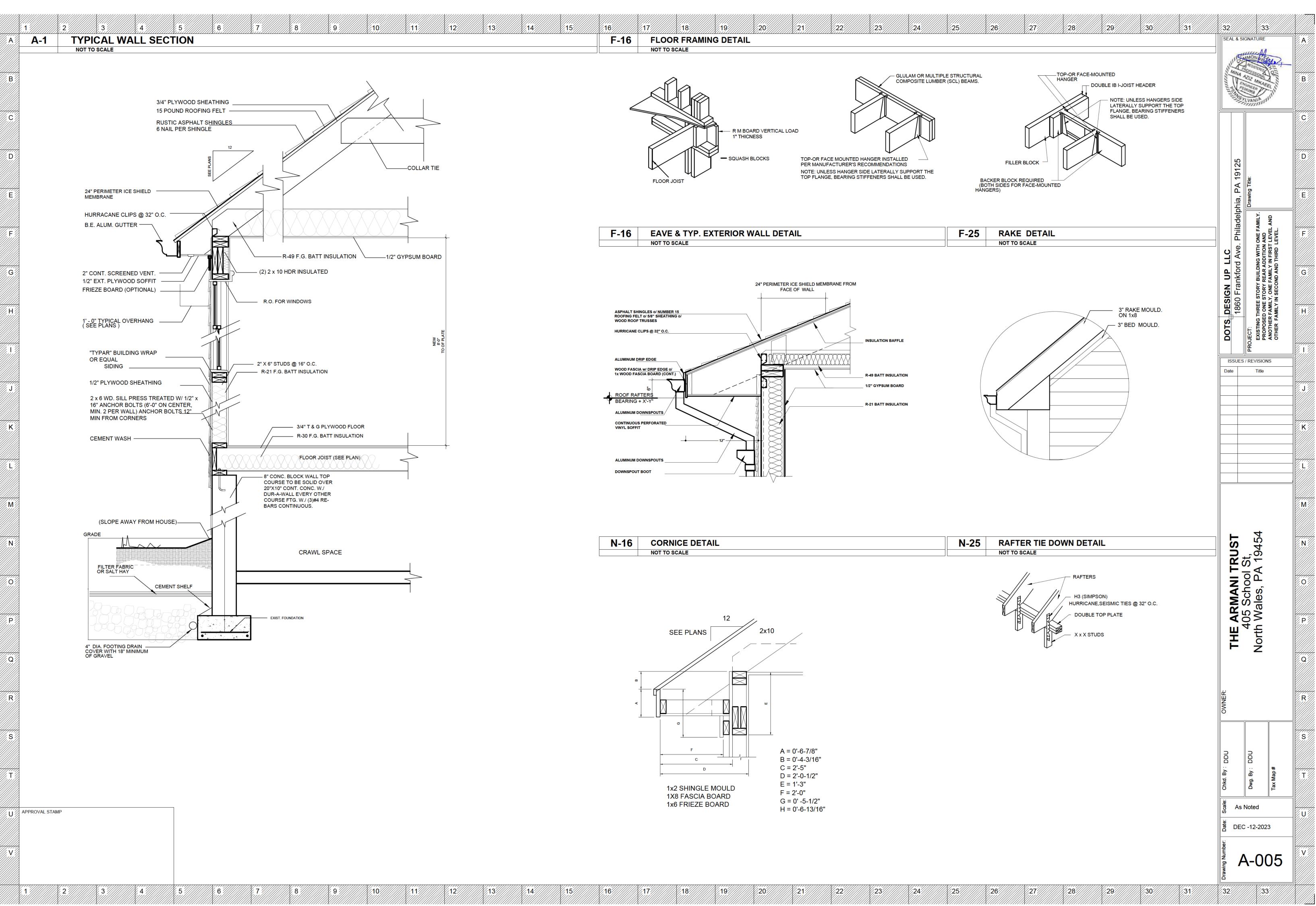
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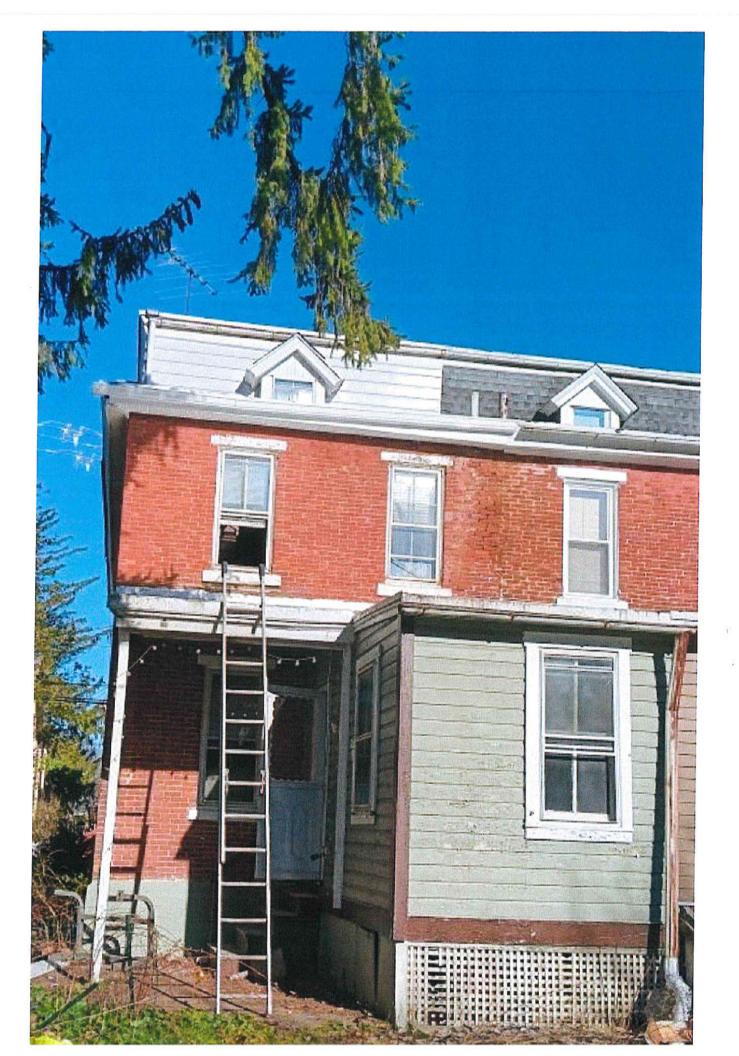


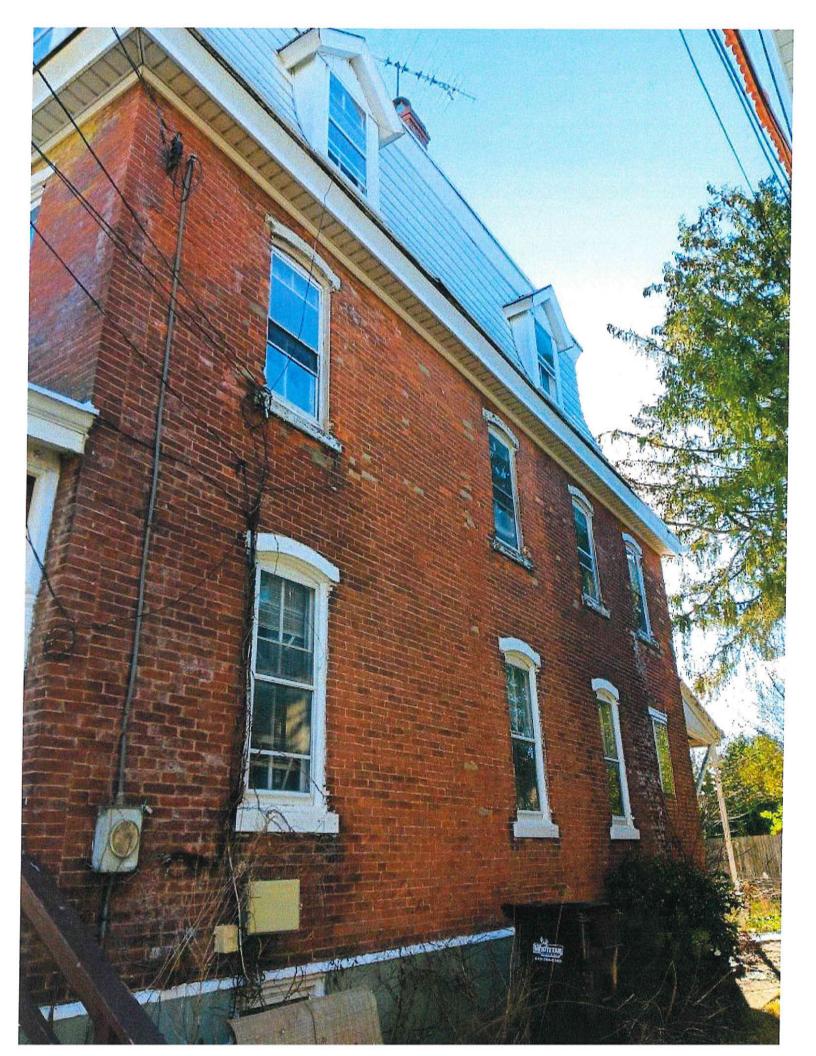














#### NORTH WALES BOROUGH

300 School Street North Wales, PA 19454

#### ΜΕΜΟ

Date:	April 3, 2024
То:	Borough Council
From:	Christine A. Hart, Borough Manager
Re:	Fire Department Study
Meeting Date:	April 9, 2024

**Background:** In 2022, the Governor's Center for Local Government Services in the Pennsylvania Department of Community and Economic Development (DCED) completed a study on behalf of Upper Gwynedd Township and Upper Gwynedd Fire Department evaluating potential fire station locations. In the study, DCED recommended that we communicate with neighboring municipalities to see if there is an interest in exploring regionalization of fire protection before investing in any fire station planning and construction related activity.

We did that, and found that there is, in fact, interest among neighboring municipalities, and the fire companies that serve them, in exploring the different forms and extent of collaboration that would optimize resources, reduce duplication, and streamline operations. Staff from the municipalities and representatives from the volunteer fire companies together recommend that the municipalities ask DCED to conduct a regional fire study.

Among the benefits of the DCED study is that there is no cost to the municipalities or fire companies and the local community reaps the benefits of DCED's statewide experience. All of the municipalities must authorize submission of a Letter of Intent, which is scheduled for consideration over the next couple of weeks. If so authorized, Upper Gwynedd Township will submit the Letter of Intent.

#### **MUNICIPALITIES**

Ambler Borough Lower Gwynedd Township North Wales Borough Upper Gwynedd Township

#### **VOLUNTEER FIRE COMPANIES**

Wissahickon Fire Company North Penn Volunteer Fire Company Upper Gwynedd Fire Department



#### NORTH WALES BOROUGH

300 School Street North Wales, PA 19454

#### **Requested Scope of Study:**

Our mission is to optimize resources by working together to maximize the efficiency and effectiveness of our fire protection services.

We are seeking a business analysis that will enable us to examine the duplication of services and purchase of essential apparatus to sustain fire protection across our communities. The analysis shall include:

- 1. Structure of Sustainable Solution; New Department/Regional Board, etc.
- 2. NFPA 1720 compliance with minimum staffing and response time standards for volunteer fire companies
- 3. Fair Share Analysis and help crafting new intergovernmental agreement.
- 4. Help crafting new solution financially. How do previously held financials get worked out? Relief funds, investments, etc.
- 5. Review of current stations and analysis for which stations would be utilized and if a new station would be required.
- 6. We are open to a wide net of solutions so long as the result is the reduction of duplication of efforts related to volunteerism, facilities, and vehicles.

Aging facilities, declining volunteerism, and dramatically increasing prices of fire trucks have forced leadership to look for new ways to provide fire services and reduce the duplication of efforts. The study conducted by DCED will encompass an analysis of current operational practices, infrastructure, facilities, equipment, and options for collaboration across the participating jurisdictions. The goal of the study is to provide the four municipalities with ideas and direction that would allow for a more collective approach to fire service, with potential shared resources, and a shared vision. The municipalities are looking for best practices and new innovative approaches to providing fire services in our communities that will stand the test of time, and the ever-changing world of the fire service.

Budget Impact: As mentioned above the impact on our budget is nothing. The DCED is provided free of charge.

**Interdepartmental Action:** The Borough Manager will continue to work with the team from each municipality and Fire Department as we move through the study.

Recommended Motion/Resolution/Ordinance: Motion to authorize the submission of the attached Letter of Intent to the Governor's Center for Local Government Services in the PA Department of Community and Economic Development to conduct a fire service study on behalf of Ambler Borough, Lower Gwynedd Township, North Wales Borough, and Upper Gwynedd Township.

#### BOROUGH OF NORTH WALES RESOLUTION 2024-020 A RESOLUTION APPROVING A WAIVER OF THE BUILDING PERMIT FEES FOR 125 N. MAIN STREET

**NOW, THEREFORE, BE IT RESOLVED**, that the BOROUGH COUNCIL OF THE BOROUGH OF NORTH WALES hereby approves a waiver of the building permit application fees in the amount of \$80 for water line replacement located at 125 N. Main Street, North Wales, Pennsylvania, 19454.

**ADOPTED** this 9<sup>th</sup> day of April, 2024.

## BOROUGH COUNCIL OF THE BOROUGH OF NORTH WALES

BY:

Salvatore Amato, President

ATTEST:

Christine A. Hart, Secretary

#### 2024 Police Records to be Disposed of:

1. 2022 Parking Violations (Tickets) PO-18(2)

Retain 1 year after all fines have been paid.

- 2. 2021 Police Requests for Removal of Abandoned or Impounded Vehicles PO-18(3) Retain 2 years.
- 3. 2021 Waivers/Release Forms (Vehicle Lockout Forms)/ 2004-2013 Ride Along Waivers PO-27

Forms completed by citizens releasing police from injury or damage claims. Retain as long as administrative and legal value.

- 4. 2021 Pennsylvania Uniform Crime Reporting Program Worksheets and Printouts PO-19 Retain 2 years.
- 5. 2018 Calibration Records PO-3

Includes chemical analysis intoxilizer, vehicle speedometer, radar, vehicle and other speed measuring devices. Retain 5 years.

6. 2020 Citations (Traffic and Non-Traffic) PO-4 Retain 3 years if not part of Criminal History Case File.

#### 7. 2002 Criminal History/Investigatory Case Files PO-8(3)

Official case file records, including but not limited to: arrest and detention records, citations and complaints, crime analysis, evidence records, field notes, hospital and medical records, lab reports, offense reports, probation and parole records, press releases, warrants, subpoenas, and vehicular reports.

(1) Homicides/Suspicious Deaths: Retain 75 years.

(2) Summary Cases:

Retain 5 years after close of investigation.

(3) All other Cases

Retain 20 years after close of investigation.

#### 8. 2020 Daily Activity Records PO-10

Records pertaining to officer activity, including assignment sheets, officer activity reports, patrol logs, sign-in logs, and work schedule. Serves as a time record. Retain 3 years.

#### 1. 2010-2012 Meeting/Hearing Notices and Proof of Publication (AL-35)

Notice contains information such as meeting date, location, and time. Proof of publication includes documentation verifying that proper public notice was given. Retain 10 years.

#### 2. 2016 Accounts Payable Files and Ledgers (FN-2)

May contain bills, check vouchers, invoices, purchase orders and requisitions, receiving reports and other records of payment for goods and services. Used to document monies spent by the department or cost center. Retain 7 years.

#### 3. 2016 Accounts Receivable Files and Ledgers (FN-3)

Used to document monies owed and Paid to the municipality. Generally, shows date, department or fund, amount received and account totals. Retain 7 years.

#### 4. 2016 General and Special Tax Ledgers and Related Records (TA-6)

Includes Real Estate, Per Capita, Occupation, Emergency and Municipal Services, Earned Income, Intangible Personal Property, Mercantile, Business Privilege, Amusement, and other Local Taxes. Retain 7 years.

#### 5. 2016 Bank Statements and Reconciliations (FN-9)

Prepared by banks, record indicates date, municipal deposits and withdrawals, and account totals. Retain 7 years.

#### 6. 2018 Road Opening Permits (PW-15)

Street Cut/Excavation Permits Retain 5 years.

#### 7. 2021 Applications for Employment (Not Hired) (PS-2)

Includes employment applications, resumes, and other pre-employment records for persons not hired. Retain 2 years.

#### 8. 2020 Timecards Records (PL-14)

Includes Vacation and Leave Slips and Work Schedules. Usually indicates employee's name, date, and hours worked each day. Retain 3 years.

#### 9. 2021 Right to Know Requests (AL-46)

Requests for records made pursuant to open records legislation. Includes written request, information submitted with the request, related communications, and response. Retain 2 years.

- 10. 2018 Survey of Financial Condition Forms (Submitted to Pennsylvania Department of Community and Economic Development) (AL-43) Retain 5 years.
- 11. **2016-2020 Public Activity Permits & 2020 Solicitation Permits (AL-30)** Retain 3 years after expiration of license or denial of application.

#### 12. 2020 Solicitation Permits (AL-30)

Retain 3 years after expiration of license or denial of application.

#### 13. 2013-2016 Insurance Claims and Policies (AL-17)

Includes policies or contracts of insurance, claims and supporting papers for liability, property, and other areas of municipal operations. Retain claims 6 years after final settlement. Retain policies, contracts and supporting papers 6 years after expiration, provided all claims have been settled.

#### 14. 2013-2018 Tax "Duplicates" (Real Estate and Non-Real Estate) (TA-15)

Shows taxpayer's name and address, valuations, and total taxes due. Retain copies of the "duplicates" if they are of administrative value.

#### Parks and Recreation resignation



Good morning,

I am writing to let you know that I am resigning from the Parks and Recreation Board. I appreciate the opportunity to have served in this role for the past three years, but the time has come for me to focus on other endeavors.

I am very much interested in assisting as a volunteer member of the community at some events, including the Community Garden Planting event - so I hope to support the Board's efforts in that capacity.

I look forward to seeing the Board's continued progress in helping to enrich the quality of life in the Borough.

Sincerely, Rachel Wise

#### BOROUGH OF NORTH WALES 300 SCHOOL STREET NORTH WALES, PENNSYLVANIA

#### MEETING: March 26, 2024, 7:00 P.M., EST

CALL TO ORDER made by President Amato.

ROLL CALL:	Salvatore Amato	Present
	Sherwin Collins	Present
	Anji Fazio	Present
	Alexander Groce	Present
	Brittany Kohler	Present
	Wendy McClure	Present
	Sally Neiderhiser	Present
	Mark Tarlecki	Present
	Sarah Whelan	Absent
	Mayor Neil McDevitt	Present

Also, in attendance were Gregory Gifford, Borough Solicitor, David Erenius, Chief of Police, Alex Turock, Assistant Manager, and Braeden Bussman, Junior Council Person.

President Amato led the Pledge of Allegiance.

#### **Public Comment**

There was no public comment.

#### Consideration: \$5k Capital Contribution to Nor-Gwyn Baseball & Softball Assn.

Ted Gribb and Bob Dantzer summarized the capital improvement projects ongoing at the Nor-Gwyn Baseball & Softball Assn. Complex. These improvements include safety fencing and netting, repair or replacement of field lighting, and repair or replacement of spectator seating as funds allow.

Member Collins asked how many registrations they get each year. Mr. Dantzer responded that they average around 500 registrations each year.

Member Kohler made a motion to approve a \$5k capital contribution to Nor-Gwyn Baseball & Softball Assn. Member Fazio seconded the motion. Motion passed 8 yes, 0 no.

#### **Consideration: \$10k Contribution to Volunteer Medical Service Corps**

Manager Hart reviewed the discussion that was had in preparation of the 2024 Budget. This contribution represents the equivalent of the tax millage that was considered at that time. Since Council opted for a contribution instead of the millage at that time, it was budgeted accordingly.

Neil Brady, VMSC, summarized the expansion and improvements of VMSC's services and coverage area. VMSC has expanded into the Indian Valley Region with full coverage of that

area. VMSC has also created a pension plan and matching coverage for those providing career services which helps retain and recruit personnel. VMSC is working to expand their role in mobile care in addition to its emergency services.

Member McClure asked if the addition of the Indian Valley Region has changed the location of ambulances to make longer runs.

Mr. Brady responded that crews are staged using an AI system called MARVELOUS which predicts the most likely area for the next call and allows crews to be staged in proximity to that call.

Member Neiderhiser made a motion to make a \$10k contribution to Volunteer Medical Services Corps. Member Kohler seconded the motion. Motion passed 8 yes, 0 no.

#### Consideration: Approval to Seek ARPA Multipurpose Community Facilities Grant

Manager Hart reviewed the process and criteria for the grant funding. She also explained that this funding would help make phase two improvements to the North Wales Arts and Cultural Center and Non-Profit Center. This phase would include network equipment and cabling, furnishing for the spaces, and installation of security systems including door access systems.

President Amato asked what the timeline is for this funding.

Assistant Manager Turock stated that the application deadline is April 20<sup>th</sup>. Application review would take place over the summer, and we would expect funding agreements in the fall.

Member McClure asked what amount we would be applying for.

Assistant Manager Turock stated that he is waiting for one more estimate but expects to be applying for approximately the minimum grant amount of \$250,000.

Member McClure asked if the new funding would delay the opening of the center.

Manager Hart answered that nothing on the list for this funding would prohibit opening the facility prior to its completion. These would be additive improvements including network equipment, security, and office and conference room equipment.

President Amato asked how digital inclusion activity is defined to make the center qualify for this funding.

Assistant Manager Turock stated that this is defined as any space that increases community access to the internet, health services, or nonprofit services. The center will be a space for the public to connect with various services thus making it qualify as a multipurpose community facility.

Member Kohler made a motion to approve seeking ARPA Multipurpose Community Facilities Funding. Member McClure seconded the motion. Motion passed 8 yes, 0 no.

#### Consideration: Approval of Disbursements: \$276,709.63

Manager Hart reviewed the bills which include payments to the auditing firm for the 2023 audit, CM3's next payment installment, heating fuel which should decrease when the Arts and Cultural Center is converted to gas, the accreditation work for the police, and public works purchases of tools and shop organization.

President Amato asked if the Borough shops for its electric rates each year.

Manager Hart stated that the Borough has an agreement that will expire in 2025 and that various aspects of the current economy are considered prior to deciding on the length and terms of energy contracts.

Member Collins asked how many payments there will be to CM3.

Manager Hart stated that there is a contracted amount, but not a set number of payments. As the project progresses CM3 will invoice for the work as completed and continue to provide the Borough with all the supporting documents that are required within that period including payroll reports and steel certificates.

Member McClure made a motion to pay the bills. Member Neiderhiser seconded the motion. Motion passed 8 yes, 0 no.

#### Consideration: Approval of Minutes: March 12, 2024

Member McClure made a motion to approve the minutes of March 12, 2024. Member Neiderhiser seconded the motion. Motion passed 8 yes, 0 no.

#### Old Business / Committee & Board Reports/ Zoning Applications

Manager Hart asked Council if they would like her to proceed in seeking more information from Mr. Weingartner who has the Weingartner Family Clock and would be interested in donating it for display in the Arts and Cultural Center. Council was amenable to seeking more information and placing the donation on a future agenda if appropriate.

Manager Hart reminded Council of the zoning hearing that will take place on April 2<sup>nd</sup>, 2024, at which Solicitor Gifford will be representing the Borough as per the vote at the last Council Meeting.

#### Solicitor / Mayor / Council / Chief / Public Works / Manager

Solicitor Gifford announced an executive session will be held after the meeting on two matters of legal and that Council will not need to reconvene for any action.

Mayor McDevitt thanked the volunteers, Borough staff, and the Police Department for a great Easter Egg Hunt on Sunday.

Member Kohler thanked everyone for the Easter Egg Hunt and said her son had a great time. Member Neiderhiser also thanked everyone for the great work on the Easter Egg Hunt and mentioned her neighbors whose children were so excited by it. Member Fazio wished everyone a happy Easter. She also asked if Council could add EV Charging Stations to their list of items to be discussed in the future.

President Amato agreed, and Manager Hart stated that she will refresh the research that was done in the past as more municipalities are creating provisions for such improvements.

Member Tarlecki stated that Planning Commission looked at possible locations last year and could revisit it.

Member McClure asked that Council consider a Single Trash Hauler in the future.

Junior Council Person Bussman praised the Council for supporting VMSC and thanked Mr. Brady for presenting tonight and for all of the work that VMSC does.

Manager Hart summarized the Public Works report provided in the agenda packet.

Manager Hart announced upcoming events including Taste of Montgomery on April 11<sup>th</sup>, Montco Roots on April 13<sup>th</sup>, the Borough's Earth Day Extravaganza Recycling and Shredding Event on April 20<sup>th</sup>, Senator Pennycuick's Youth Fishing Derby on April 27<sup>th</sup>, and the Health and Wellness Fair on April 27<sup>th</sup>, and Parks and Recreation's Community Garden Spring Planting on May 18<sup>th</sup>.

Manager Hart thanked Troop 84 for their first clean-up of Hess Park.

#### Adjournment

Member Neiderhiser made a motion to adjourn. Member McClure seconded the motion. Motion passed 8 yes, 0 no. Meeting adjourned at 8:04 P.M.

Attest:

Christine A. Hart Borough Manager



#### **NORTH WALES BOROUGH POLICE DEPARTMENT**

300 School Street, North Wales, Pa. 19454 Phone: 215-699-9279 Fax: 215-699-3765 E-Mail: NWPD@northwalesborough.org

April 3, 2024

Here are March's notable events for the North Wales Borough Police Department:

- Officers completed 602 Incident Reports.
- Officers conducted 175 traffic stops.
- Officers completed their monthly Chris Boyle Legal Updates training.
- Officers continue visiting North Wales Elementary School. Officers have been having scheduled reading time with the different classes once a week.
- Officer O'Connor attended Mix and Move night at North Wales Elementary School.
- Officer Johnson read to students at North Wales Elementary School's Literacy Night.
- Officer O'Connor read to students at the North Penn YMCA as part of a PAL program.
- Officer Hammerstone completed Crisis Intervention classes.

Respectfully,

•

Tara Claffey Administrative Assistant to Chief Erenius

#### **BOROUGH OF NORTH WALES**



300 School Street, North Wales, PA 19454 Phone: 215-699-4424 • Fax: 215-699-3991 http://northwalesborough.org

#### PARKS & RECREATION BOARD MEETING Thursday, March 14, 2024 – 7:00 PM

Gina Calhoun, Chair Jeffrey Fazio Lynne Fitzgerald Robin Parker Elliot Sadlon, Co-Chair Kathy Schweitzer Rachel Wise, Secretary

#### MEETING: March 14, 2024, 7:13 PM, EST

#### CALL TO ORDER made by Gina Calhoun.

ROLL CALL: Gina Calhoun, Chair – Present Jeffrey Fazio - Present Lynne Fitzgerald – Present Robin Parker – Present Elliot Sadlon, Vice-Chair – Present Kathy Schweitzer – Absent Rachel Wise, Secretary – Present

Also present were Borough Manager Christine Hart, council President Sal Amato, and junior Councilperson Bussman.

• Public Comment

None

Consideration: Approval of Minutes: Thursday, February 8, 2024

Lynne made a motion to approve the minutes from January; Elliot seconded. The motion passed unanimously.

#### • Park Oversight

There was discussion of the board's role in park oversight and that there are regulations in place regarding use of and changes to the parks. Discussion included interest in written documentation of these specifics as well as differences in understanding of the board's role based on description in borough code and the role in practice, and difference in board's role during periods of greater changes in borough open space than in recent years. There was also discussion of communication and the possibility for the board to present recommendations to council for consideration.

There was discussion of adding changes to Walnut Square park as an agenda item for next

month's meeting.

There was discussion of the role of positions within the board, as all as legal requirements regarding decisions being made at meetings on items on agenda, and email being utilized for communication on urgent basis or to relay information. There was also discussion about the timing for budget decisions and Christine said that preliminary budgeting is in September, then additional discussion is in October, and it is passed in November.

#### • Discussion: Easter Egg Hunt – March 23rd

There was discussion of the decision by the executive team to not raise the age groups due to risk of injury with older ages, so age groups will be PreK, K&1, 2&3 - risk of injury with older age groups. There was discussion of different approaches by other municipalities and history of the event, and the board did not express interest in making significant changes to the event. There was discussion of utilizing stakes to mark off the areas.

#### • Discussion: Community Garden – Spring Planting – May 18th

There was discussion of having light refreshments to encourage attendance and Christine said if there is small out of pocket cost for this. There was discussion of board handling getting the seeds and seedlings.

There was agreement that there needs to be informational temporary signage and Christine stated a permit is not needed. Borough would need to see a rendering with size and what it's going to say, and they may have suggestions or revisions before approving.

There was discussion of developing a plan for watering and that the Borough can post/promote messages on social media - i.e. when help is needed and when vegetables are ripe.

There was discussion of the Board trying to figure out balance of getting community involved vs it being a Board-driven venture. Christine clarified Board members are able to utilize email to communicate with interested residents about the garden as long as addresses are provided voluntarily and knowingly for that purpose; she requested that she and Alex be copied.

Gina agreed to draft flyer for this to have on hand to distribute at the Egg hunt

There was discussion about the event being promoted on SavvyCitizen.

#### • Discussion: Summer Kick-Off of June 8th 5-9 PM

There was discussion that arrangements have been made with the band and some food vendors have submitted their fees. There has been difficulty finding a vegan food truck due to conflicting schedule with related event in the city. Christine shared that volunteers will be needed to do cleanup at the conclusion of the event as Public Works is committed to working the following day.

#### **Discussion: Old/New Business**

Agenda item for next month – discussion of priorities for improvements to Walnut Square park.

#### • Adjournment

Gina motioned to adjourn the meeting at 9:07 PM and Elliot seconded. Motion passed unanimously.

Attest: Rachel Wise Secretary for Parks and Recreation

# MONTCO ROOTS NORTH NORTH NORTH NORTH

NORTH WALES HISTORY Commission

NORTH WALES

Join Jeanne Sorg, Montgomery County Recorder of Deeds, to learn about the historical records held in the Recorder of Deeds office in addition to how to access records to explore the history of your home, property, or even the families of North Wales.

> North Wales Borough Hall 300 School Street

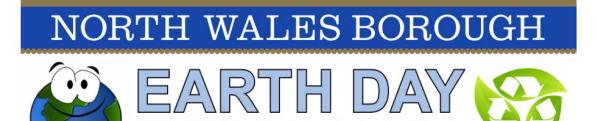
# APR | 13<sup>™</sup> | 2024

10:00AM

\$10 donation encouraged

RSVP: https://montcoroots.rsvpify.com

# A Reduce, Reuse, Recycle Event!



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# **BOROUGH RESIDENTS ONLY**

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# SAT, APRIL 20 – 9 AM to 1 PM

#### LOCATION: BOROUGH HALL, 300 SCHOOL ST

Paper Shredding Old Shoes, Boots, Sneakers Torn or Tattered US Flags Used Eyeglasses Used Clothing and Textiles Scrap Metal/Fire Extinguishers

Items containing refrigerant; air conditioners, freezers, refrigerators, etc. E-Recycling | Limit (1) TV per household – No Console TV's

#### LOCATION: POINT SERVICE CENTER, 346 W WALNUT ST

Auto Parts, Wheels Car Batteries New/Used Oil, Coolant, Chemicals Used Tires – Limit (2) per resident only

## Thank you to our Earth Day Sponsors:











WILLIAM Years of Service

NOTE: This event is an outdoor event, it will be held rain or shine!

Got Shoes?!?

> Clean out those closets and donate new or used shoes, boots and sneakers (child or adult) to the Upper Gwynedd township building or Community Center!!

The collected shoes are shipped to microentrepreneurs worldwide so they can sell them in their local markets an help themselves out of poverty. \*\*this is run by the North Penn Elem Schools\*\*

Questions? Email kjnmoretto@gmail.com

oin Senator Pennycuick for her annual Youth Fishing Derby. It promises to be a day filled with fun activities and educational information about the diversity of Pennsylvania's wildlife and the importance of preserving our environment. Learn about fishing in PA, our native birds and mammals, and enjoy other outdoor activities. Refreshments will be provided. Participants can sign up via the online registration form at

SENATOR PENNYCUICK'S

Youth Fishing

https://senatorpennycuick.com/youth-fishing-derby or by calling the Red Hill office at 215-541-2388.



Saturday, April 27, 2024 • 9:00 AM - 11:00 AM

Bergey Park • 675 Bergeys Mill Road • Schwenksville, PA 19473

Everyone is encouraged to bring their own fishing poles and bait.

#### Senator Tracy Pennycuick • 24th District

SENATOR

TRACY PENNYCUICK

Red Hill Office 56 West 4th Street, Floor 2 Red Hill, PA 18076 215-541-2388 Fax: 215-541-2387 Toll Free: 1-855-247-9020 Harrisburg Office Senate Box 203024 Harrisburg, PA 17120-3024 717-787-3110 Fax: 717-787-8004 SenatorPennycuick.com tpennycuick@pasen.gov Facebook.com/SenatorPennycuick

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- senatorpennycuick
- in Tracy Pennycuick

# sanctuary united methodist church presents Community HEALTH AND BELLNESS FARR

## Saturday, April 27th from 10am - 1pm

Sanctuary United Methodist Church 1346 East Prospect Ave North Wales, PA 19454

Come to our Free Community Health Fair! Screenings Resources Giveaways All from local providers / healthcare organizations

For more information visit our website www.sanctuarychurch.org or call/email 215-699-9331 or info@sanctuarychurch.org

### Get Free Screenings & Information

Blood pressure Mental health and wellness Dental health Healthy lifestyles Nutrition info and demos

The Partnership TMA will be sharing valuable bike safety resources, including new free fitted helmets! Please join us for

## Montgomery County Boroughs Association DINNER MEETING

Thursday, April 25, 2024

HOSTED BY:

Boroughs of Hatboro, Jenkintown, Rockledge and Bryn Athyn

Pennypack Community Center 130 Spring Avenue Hatboro, PA 19040

> 6:00 PM Cocktail Hour (cash bar) 7:00 PM Dinner - \$10.00/ attendee 8:00 PM Speaker - Scott France, Montgomery County Planning Commission

#### RSVP...Kindly call Vikki Trost 215-947-9889 or email vikkit@brynathynboro.org by April 17.

Please make checks payable to Borough of Hatboro



## Prevention Day Press Conference & Block Party PRE-REGISTER NOW

**Prevention Routes: A MAP for Every Community** 

Join Montgomery County Alliance for Prevention (MAP), state, county & community leaders, local experts, and politicians as we support our youth!

- Raise awareness about youth substance
   misuse prevention and positive mental health
- Explore our mock prevention neighborhood

• Engage in interactive activities and win prizes!



Guert Speaker MADELEINE DEAN Congresswoman

Tuesday, MAY ]4 10:00 - 11:30am

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Upper Merion Twp Building FREEDOM HALL 175 West Valley Forge Road King of Prussia, PA 19406 Hosted by Monigometry County Alligneer for Prevention

HHH

For More Information: katie.kucz@montgomerycountypa.gov montcoallianceforprevention.org

# NORTH WALES BOROUGH PARKS AND REC

# **Community Garden** Spring Planting! Join us for a fun morning of hands on work in our community garden! May 18, 2024 • 9 AM - 11:30 AM

# 4th Street Park (Bryant Memorial Garden)

We will have gardening tips and demonstrations by a master gardener. Bring your children for a seed planting activity to take home! Don't forget your gloves! Refreshments will be served!





# Want to know what's going on in North Wales Borough?

Our new Savvy Citizen app will keep you better informed of important borough news and happenings in our community. QUGH OF NO



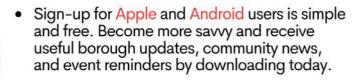
SAVVY CITIZEN

#### ALERT! Shearer Street Road Work From North Wales Borough Construction will start this Friday.

Detour info available on map.

**O** View on Map





Download the App now!





ORP. AUG



or visit SavvyCitizenApp.com for more info and download links