



CHESTNUT HILL COMMUNITY ASSOCIATION

8434 GERMANTOWN AVENUE, PHILADELPHIA, PA 19118 • 215-248-8810 • 215-248-8814 FAX

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Serving the community since 1947

DEVELOPMENT REVIEW COMMITTEE APPLICATION for Review of Zoning Variances and Special Exceptions

This is not to be completed online. Please DOWNLOAD this form.

If you have applied for a Zoning Permit from the Philadelphia Department of Licenses and Inspections and received a Refusal or Referral, you may choose to file an appeal. If you do, you will be referred to the Chestnut Hill Community Association for RCO review. To initiate that process we ask you to fill out this application, and submit it to us, along with a copy of the Refusal or Referral, your Appeal, plans (site, floor, elevation), photographs of the property and surrounding area, and any other documentation you feel would be helpful.).

Please send this information to RCO-CHCA@chestnuthill.org or deliver it to 8434 Germantown Avenue. 19118

If you have questions, please call the Executive Director at Town Hall (215-248-8811) or e-mail RCO-CHCA@chestnuthill.org. In order to be included on our meeting agendas, you need to initiate contact with us no less than 8 days in advance of the next DRC meeting, which is held on the third Tuesday of every month.

The CHCA review process provides opportunities for your application to be reviewed by professionals, community members and organizations, over the course of 3-5 regularly-scheduled meetings. The process typically spans 37-44 days. Occasionally, revisions are requested that may lengthen the process. Participation in the review process is the only way your application can receive a letter of support from the CHCA Board.

We appreciate your submitting this information early in your process, even preliminary to having a ZBA hearing date. The sooner we hear from you, the better we are able to help you in this process. We look forward to meeting with you, and helping you make a positive contribution to Chestnut Hill. Thank you.

Please DOWNLOAD this form; PRINT or TYPE and complete only the applicable sections:

- 1) **Date of Application:** August 7, 2024
- 2) **Statement of Subject:** Briefly describe the development or project that you are proposing
Demolition of existing lobby structure and 1-story addition to existing theater building. This addition will provide front lobby and supporting space at back.
- 3) **Property Address or Specific Location:** 403 W Springfield Ave, Philadelphia, PA 19118
- 4) **Name of Owner(s) of Property or Location:** Springside Chestnut Hill Academy
Contact: Frank Aloise
- 5) **Name of Applicant (if different than owner):**
N/A

- 6) **Owner/Applicant Business Name** Springside Chestnut Hill Academy
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- 7) **Owner/Applicant Postal Address:** 500 W Willow Grove Ave, Philadelphia, PA 19118
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8) **Owner/Applicant Contact Information and Website:**

Daytime phone: 215-247-7203 Cell: _____

Email faloise@sch.org

Website https://www.sch.org

9) **Professional Representation (if applicable):**

Name: Rachael Pritzker

Firm: Pritzker Law Group

Postal Address: 1521 Locust St, Ste 605, Philadelphia, PA 19102

Phone: 215-543-3688

Email rachael@pritzkerlg.com

- 10) **Refusal or Referral:** If you are seeking a Zoning Variance or Special Exception, you will need to provide the Philadelphia Department of Licenses & Inspections Refusal or Referral by number and date:

Application # ZP-2024-005320

We ask you to provide a copy of your Refusal or Referral to RCO-CHCA@chestnuthill.org prior to the first meeting. If you do not have it, please call us so we can discuss options to create the meeting schedule. If you have received a date and time for your Zoning Board of Adjustments (ZBA) meeting please provide it here:

ZBA Meeting Date: _____ **Time:** _____

- 11) **Plans & Drawings:** Please provide the plans and drawings as you submitted them to the Philadelphia Department of Licenses & Inspections. These plans must be submitted in PDF form with your application. Please bring full size plans or drawings to the DRC meeting and other review committee meetings as requested.

- 12) **Community Benefits:** If applicable, provide a statement of benefits of the project to Chestnut Hill.

- The existing theater facility will be enhanced and continue to be available for the Chestnut Hill community potentially as a performance or gathering space. Springside Chestnut Hill Academy has occupied this location since 1861 and continues to be involved with the local community.

- 13) **Notification to Neighbors:** The City of Philadelphia requires applicants for variances and special exceptions to notify neighbors within a specified radius of your property. This notification must state that you will be presenting your plans to the community and include the property address, date, time and location of the meeting. Instructions and a list of specific addresses for notification are provided to applicants by the Philadelphia City Planning Commission. (You will first need to file an Appeal with the Philadelphia Zoning Board of Adjustment in order to obtain these instructions and addresses.)

Directions on how to proceed with notifications can be found at:

<https://www.phila.gov/rconotification/>

IMPORTANT: We ask that you contact us prior to sending out neighbor notices so we can confirm the meeting date with you.

- 14) **Please provide the addresses of neighbors adjoining and across from your proposed development. Before a recommendation can be made by the DRC to the CHCA Board, signed letters or petitions indicating the responses of the adjoining neighbors are requested.**

[See attached list.](#)

- 15) **Operational Impacts:** Please check the items below that may cause the proposed development to have operational impacts on immediate neighbors, businesses, and the surrounding community.

☐ change in off-street parking demand ☐ fencing or landscaping along adjoining properties

☐ change in on-street parking demand ☐ increased noise levels

☐ change in pedestrian circulation ☐ increased odors

☐ change in vehicular circulation ☐ blocked views

☐ hours of operation _____ ☐ increased outdoor lighting

☐ access and timing of goods delivery ☐ party walls

☐ access and timing of waste removal ☐ change in utility demand

☐ number of customers/day _____ ☐ number of employees

☒ other impacts (please specify) [None](#) _____

Please attach statements or diagrams of how you plan to address each of these items.

- 16) Historic Significance:** Please indicate the historic significance of the property (i.e., date of construction, style of architecture, architect if known, National Historic Register status.) The Chestnut Hill Conservancy has documented nearly every existing structure and can provide you with this information. Contact 215-247-9329, Ext 205

The existing theater building is not designated as historic.

- 17) Historical Context:** Please describe the proposal relative to the historical context of the property and the surrounding properties. (If not known, consult the Chestnut Hill Conservancy.)

The existing theater building is not designated as historic.

- 18) Environmental Assessment:** Please describe the proposal relative to the environmental context of the property and the surrounding properties (e.g., removal of tanks, trees, hedges, walls).

Existing landscaping will be removed and reestablished.

The project is improving the storm water system along Valley Green Road.

- 19) Wissahickon Watershed:** Chestnut Hill lies entirely within the Wissahickon Watershed. A City of Philadelphia ordinance restricts all development within the Watershed with regard to set backs from water courses, site clearing and construction activity on steep slopes (greater than 15 percent), impervious coverage ratios, and some earth-moving activity. Describe the effect of your proposed project on the Watershed. Contact 215-247-0417 – for the Friends of the Wissahickon for more information

The proposed site improvements are greater than 200-ft away from the bank of the stream and do not lie within 50-ft of the center line of any swale.

Construction on steep slopes is limited to existing roadway embanks. These activities are mostly associated with showing a means to convey runoff from PWD facilities located within W. Springfield Avenue through site. These facilities current discharge directly over steep slopes, which has caused erosion and flooding problems through the site. Addition minor disturbance is anticipated to construct the proposed walkway around the building.

Using current available public GIS and aerial information we estimate the current site impervious coverage to be approximately 59.9%. The proposed site improvements will result in a minor increase to about 60.4%.

Stormwater management is being proposed to mitigate the proposed improvements. Utilizing both structural and non-structural BMPs the runoff from the proposed improvements will be managed in accordance with the requirements of the Wissahickon Watershed Overlay District. The proposed improvements will improve the issues associated with the discharge from existing public facilities through the site over steep slopes.

- 20) **Business Context:** If this is a business, please describe how your proposal will contribute to the business community, e.g., how does it complement or duplicate existing businesses?

This is a renovation of the existing building and its purpose remains the same for the school and surrounding community.

Are you a member of the Chestnut Hill Business Association? ☒ Yes ☐ No

Please indicate any partner(s) in the proposed development.

N/A

- 21) **Parking:** A Parking Plan is requisite to any business project. Please provide a parking plan if your business will impact or use any parking facilities, lots, residential streets, driveways or public thoroughfares, due to customers, employees or deliveries.

If your parking needs will impact or use any of Chestnut Hill's parking lots you must consult with the Executive Director of the Chestnut Hill Parking Foundation as part of this process. Call 215-247-6696 to reach the Parking Foundation.

The existing site currently has no defined parking spaces. The proposed plan (see attached) is providing for four (4) spaces (including two (2) accessible spaces) on the eastern side of the building and shall delineate three (3) spaces on the western side of the building. It is our understanding that proposed improvements are related to amenity space (bathrooms and lobby) and will not increase the seating capacity of the theater.

- 22) **Statement of Use and Size:** Please briefly state the intended use and size of the development.

The existing use is theater and that will stay unchanged. When at the largest capacity(rare occurrence), it's expected to accommodate 540 people for internal events.

- 23) **Users / Customers:** Please describe the demographics and geographic origins of the users / customers of the proposed development. What is your target market?

Theater for the school population - the same use as now. The facility can be open to the surrounding community.

- 24) **Schedule:** Please provide the proposed schedule.

Construction is expected to start on Nov 2024 and end on July 2025.

- 25) **Physical Features:** Please briefly describe the physical features of the proposed project in quantitative and qualitative terms, for example:

Building floor area – total (sq.ft.) 14,877 sf

Ground floor area (sq. ft.) 13,594 sf

Number of stories and height (feet) 1-story, 32'-3" height

Size of parcel and percent covered by building 719,282 sf, 14.5% building coverage

Proposed off-street parking capacity 7 spaces at theater site(incl, 2 accessible spaces)

Plans for Employee Parking N/A

Number of units or separate rentable spaces N/A

Proposed architectural and landscape character, including materials and colors:

Glass walls of new addition lobby to highlight existing schist stone walls. New brick/stone facade, pavement and site furnishing with color and texture to complement existing schist stone walls. New metal roof.

Please provide scale plans and elevations of the proposed project and surrounding properties.

- 26) **Signage*:** Number of signs 3(1 on building wall, 2 existing on roadside)

Color(s) Blue, yellow Material(s) Metal

Total dimensions of signs 2 existing signs are approx. 3'x4', TBD for 1 on building wall

Placement Existing signs are ground-mounted on Vally Green Rd and at Valley Green/W Springfield

Source of lighting TBD

- 27) **Exterior Lighting*:** Number of light fixtures Recessed downlights (RD2):22, Bollards (VD1A): 7, Step Light (RD5): 4, Wall-mount Light (SD1): 1

Design(s) and size of light fixtures See attached cutsheet

Material Aluminum, steel, and glass

Location RD2 - recessed within overhang; VD1A - along walkway, RD5 - at steps, SD1 - mounted to building above new west elevation door

- 28) **Exterior Color(s):** Use of historic palette is preferred. Please provide paint chips of color(s)

See attachment for the material palette. New metal finish to match the dark grey color of the existing dormers.

29) **Awnings*:** (see our Streetscape Guidelines for preferred choices.) Please provide samples.

Color(s) N/A Dimensions (WxLxH) N/A

Material (please include sample) N/A

Will awning(s) cover important façade features (e.g., wood moldings, stained glass, etc.)?

N/A

Purpose for awning(s) N/A

Intended graphics/type N/A

30) **Façade*:** Please describe the proposed alterations to the current façade.

Brick(stone as alternative) for exterior wall finish with aluminum storefront

31) **Security Systems*:** Please describe any security systems you plan to install.

Door access control system

***NOTE: The City of Philadelphia may require separate permits for these items outside of the ZBA process**

32) **Hours of Operation:** Please describe your intended hours, each day of the week, and seasonal any differences. Do you plan to participate in the business community special schedules?

7:30am-9pm(school year), 8am-4pm(summer)

Please sign your application:

Signature of Owner/Applicant

Signature of Owner/Applicant

Print Name

Print Name