

**TOWNSHIP  
OF  
LOWER MERION**  
MONTGOMERY COUNTY



**PLANNING DIVISION**

75 E. Lancaster Avenue  
Ardmore, PA 19003 2376  
Telephone: (610) 649-6200  
[www.lowermerion.org](http://www.lowermerion.org)

October 31, 2018

Mr. Alfred Fuscaldo  
613 Patriot Lane  
Phoenixville, PA 19460

RE: Tentative Sketch Land Development Plan, No. 3819  
231 & 251 St. Asaphs Road, One & Three Bala Plaza, Bala Cynwyd

Dear Mr. Fuscaldo,

On October 23, 2018 the Building and Planning Department of Lower Merion Township received a Tentative Sketch Plan application, four (4) sets of plans, application fees and consultant's escrow, and digital copies of plans for the above referenced property. The Director of Building and Planning, as authorized by Section 135-9A of the Township Code, "has seven (7) days from the date of submission of an application to check the plans and documents to determine if on their face value they are in proper form and contain all information required by this chapter."

Your application has been accepted as complete and has been assigned application No. **3819**. The application has not yet been scheduled for review by the Planning Commission. The application expires on **May 6, 2019**. The Land Development Committee will review this application on **November 1, 2018** and staff will forward their comments to you.

Staff has not completed a full review to determine compliance with Zoning Code 155-217 at this time.

At the time that the application is scheduled for a Planning Commission meeting, the materials will be required to be submitted to the Township by noon 17 days prior to the meeting. A sign must also be posted on the property, which will be provided to you by the Township on the date that you submit plans. The sign must be posted at the site 14 days in advance of the Planning Commission meeting. Please note these dates are tentative and could change based on the complexity of the issues involved with the application.

Staff also requests that you submit electronic copies of important application materials at least one week prior to the Planning Commission meeting to be included in staff's PowerPoint presentation. Recommended materials include site plans, floor plans, photographs and elevations. Materials should be submitted in PDF or JPEG format.

Staff also recommends that applicants contact the applicable Civic Association, which the project is located within, to discuss the pending application. The applicable Civic Association for this site is the Neighborhood Club of Bala Cynwyd. The President of the Neighborhood Club is David Rosenbaum and he can be reached via e-mail at [DRosenbaum@rawle.com](mailto:DRosenbaum@rawle.com). If you have any questions, please contact me at (610) 645-6119.

Sincerely,

Christopher Leswing  
Director, Department of Building & Planning

cc: David Rosenbaum The Neighborhood of Bala Cynwyd