



Community Development Department
ZONING HEARING BOARD AGENDA

Thursday, April 25, 2019
7: 00 P.M.

1. Call to Order
2. Pledge of Allegiance
3. **APPEAL #3037**
The Applicant, Dr. Muhammad Aslam Khan, property located at 658 Glenwyd Road and Zoned R1-DM Residential. The Applicant seeks a variance from Section 280-92A(1) to permit encroachment into the 75 foot perimeter setback.
4. **APPEAL #3038**
The Applicant, Douglas and Diane Evans, property located at 111 Gallagher Road and Zoned C2 Commercial. The Applicant seeks a special exception under Section 280-101A(2) of the Zoning Code to enlarge an existing residence in the C2 zoning district. Applicant also seeks a variance from Section 280-52D of the Code to construct an addition to square off the existing home which will extend into the required side yard setback. In the alternative, Applicant seeks a variance from Section 280-51 of the Code regarding use or such other relief from the Zoning Code consistent with the Exhibits presented.
5. **APPEAL #3039**
The Applicant, Brothers of the Order of Hermits of Saint Augustine, property located at 489 Upper Gulph Road and Zoned R1 Residential. Applicant seeks a variance from Section 280-14 regarding Use and/or Section 280-4 (definition of Family). In the alternative, Applicant contends that the use is permitted by right.
6. **APPEAL #3040**
The Applicant, Sola Salon Studios, property located at 220 Sugartown Road and Zoned C1 Commercial. The Applicant requests relief from the maximum sign height of 15 feet from grade as defined in Code Section 280-122C(2). Applicant would like to install sign at max height of 18 feet.
7. **APPEAL #3029**
The Applicant, Villanova University, property located at 800 E Lancaster Avenue and zoned PI (Planned Institutional). Applicant seeks to modify the conditions imposed by the prior decision of the Zoning Hearing Board in Appeal #1554 dated November 20, 1980 regarding a grant of relief by the Zoning Board from the height requirements for light standards at the Villanova Football Stadium. Applicant requests that the conditions be modified in order to be consistent with Resolution #2006-05 dated February 14, 2006 of the Board of Commissioners. In the alternative, Applicant requests a variance from Section 280-64E of the Zoning Code, contends that the prior grant of variance did not impose conditions except for the height and number of the light standards, or improperly imposed any other conditions. Applicant further requests such other relief from the Zoning Code consistent with the Exhibits presented. **Continued from the April 4, 2019 meeting.**

The next meeting of the ZHB is scheduled for May16, 2019. Applications for the May 16, 2019 meeting must be submitted on or before April 16, 2019.

ZONING HEARING BOARD APPLICATION

TOWNSHIP OF RADNOR

301 IVEN AVENUE

WAYNE, PA 19087

610-688-5600

FAX: 610-971-0450

www.radnor.com

www.radnor.com



TOWNSHIP USE ONLY
APPEAL # <u>3037</u>
FEE: <u>550⁰⁰</u>
DATE RECEIVED: <u>3-8-19</u>

GENERAL INFORMATION: Applicants are strongly encouraged to review the "Requirements and Information for Appeals to the Zoning Hearing Board" that are attached to the application. Ten (10) copies of this application and required attachments along with an **electronic submittal in pdf format (CD or thumb drive)** must be filed with the Community Development Department not less than thirty (30) calendar days prior to the hearing. *Incomplete applications will not be accepted for processing.*

REQUIRED FEE DUE AT FILING: Please refer to the Consolidated Fee Schedule, as amended on our website at www.radnor.com for a copy of our current fees.

TYPE OR PRINT

Property Address: 658 Glenwyd Road, Bryn Mawr, PA 19010

Name and address of Applicant: Dr. Muhammad Aslam Khan

Telephone Number: 610-551-8294 Email: aslamkhan2@hotmail.com

Property Owner (if different than above): Muhammad Aslam Khan & Lubna M. Zuberi

Owner address: 658 Glenwyd Road, Bryn Mawr, PA 19010

Telephone number: 610-551-8294 Email: aslamkhan2@hotmail.com

Attorney's name: Jamie Jun, Fromhold Jaffe & Adams

Address: 789 E Lancaster Avenue, Suite 220, Villanova, PA 19085

Telephone number: 610-527-9100 Email: jj@fromholdjaffe.com

Relief requested and/or basis for appearing before the Zoning Hearing Board including *specific citation to any and all sections of the Zoning Code relevant to the appeal. (attach additional pages if necessary)*

Code § 280-139 C authorizes the Zoning Hearing Board to hear requests for variances. In Appeal No. 3020, Applicant received a variance from Code § 280-97 B(2) to construct an addition within a portion of the required 25 ft. side yard to accommodate Applicant's mother-in-law who has limited mobility due to Alzheimer's and is not able to access many parts of the existing split-level home. In the process of preparing a grading permit application necessary for the construction of the approved addition, it has come to Applicant's attention that the approved addition is also within a portion of a required 75 ft. perimeter setback. Accordingly, Applicant now seeks a variance from Code § 280-92 A(1) so that Applicant may proceed with construction of the addition previously approved. Applicant requests that the record in Appeal No. 3020, based on which the Board granted the requested variance as a reasonable accommodation for a disabled person under the Federal Fair Housing Act, 42 U.S.C. § 3604, be incorporated into this appeal.

Description of previous decisions by the Zoning Hearing Board pertinent to the property, or attach copies of decisions: *(attach additional pages if necessary)*

In Appeal No. 3020, a side yard variance was granted to construct an addition to the existing home to accommodate Applicant's disabled mother-in-law. The decision is attached.

Brief narrative of improvements: *(attach additional pages if necessary)*

Applicant proposes the same addition approved in Appeal No. 3020, which results in a reduction of the required 75 ft. perimeter setback to 63.15 ft.

ATTACHMENTS: Ten (10) copies of each and **one (1) electronic copy in pdf format (CD or thumb drive)** of the following **must** be provided:

1. **Engineered plan or survey of the property drawn to scale, prepared by a registered architect, engineer or surveyor licensed in Pennsylvania, containing the following information:**
 - a) **lot lines and lot dimensions described in metes and bounds (in feet);**
 - b) **total lot area;**
 - c) **location of easements and rights of way, including ultimate rights of way;**
 - d) **location of all setback lines for existing and proposed structures;**
 - e) **location of steep slopes, floodplains, riparian buffers, wetlands, and other pertinent features;**
 - f) **location of existing and proposed improvements;**
 - g) **table of zoning data including zoning district, required setbacks, existing and proposed building coverage, impervious coverage, height, and other pertinent zoning restrictions, and any degree of compliance or noncompliance; and**
 - h) **all other features or matters pertinent to the application.**

PLANS SHALL NOT EXCEED 24" X 36" , AND MUST BE NEATLY FOLDED TO NO GREATER DIMENSION THAN 8 ½" X 11" AT FILING

2. **List of witnesses and summary of their testimony attached.**
3. **Photographs of the property at issue and all adjoining properties.**
4. **Copies of any written professional reports, including traffic studies, land planning studies,**

appraisals, floodplain analyses, economic forecasts or other written reports, which the applicant wishes to present at the hearing (*note: the author of the study or a qualified representative of the entity who prepared the study must appear at the meeting and be available for cross-examination*).

5. Copy of deed, lease, agreement of sale, or other authorization to file the appeal. (*note: leases or agreements of sale either must expressly permit the tenant or buyer to file an appeal, or must be accompanied by a letter from the owner clearly authorizing tenant or buyer to file the appeal*).

ADDITIONAL REQUIREMENTS

1. Will this application involve the subdivision of land? Applications that involve the subdivision of land are referred to the Planning Commission for review and recommendation. *Applicants will be notified of the date and time of the Planning Commission meeting*
2. Will briefs or memoranda of law be filed in accordance with requirements of the Zoning Hearing Board? (*note – 10 copies of any brief or memorandum of law to be submitted by the applicant must be received by the Community Development Department no later than 14 days before the hearing*).
3. Will the applicant (or duly authorized officer of the applicant, if applicant is not a natural person) be present at the hearing. If not, then power of attorney, notarized and in recordable form, authorizing the person who will testify on behalf of the applicant, and to bind the applicant in any proceedings of the Board must be presented at or before commencement of the hearing. Attorneys, agents, or other representatives of the applicant may not appear and testify on behalf of the applicant without power of attorney. Forms of power of attorney are available in the Community Development Department. (*note: failure to provide power of attorney will result either in the appeal being continued, or being dismissed, at the discretion of the Board*)



SIGNATURE OF APPLICANT

AN ADDITIONAL FEE OF \$200 SHALL BE CHARGED FOR ANY CONTINUANCE REQUESTED BY THE APPLICANT. THIS FEE SHALL BE PAID PRIOR TO THE RESCHEDULING OF THE HEARING.

ZONING HEARING BOARD APPLICATION

TOWNSHIP OF RADNOR

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WAYNE, PA 19087

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FAX: 610-971-0450

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TOWNSHIP USE ONLY
APPEAL # <u>3038</u>
FEE: <u>550⁰⁰</u>
DATE RECEIVED: <u>3-18-19</u>

GENERAL INFORMATION: Applicants are strongly encouraged to review the "Requirements and Information for Appeals to the Zoning Hearing Board" that are attached to the application. Ten (10) copies of this application and required attachments along with an electronic submittal in pdf format (CD or thumb drive) must be filed with the Community Development Department not less than thirty (30) calendar days prior to the hearing. *Incomplete applications will not be accepted for processing.*

REQUIRED FEE DUE AT FILING: Please refer to the Consolidated Fee Schedule, as amended on our website at www.radnor.com for a copy of our current fees.

TYPE OR PRINT

Property Address: 111 Gallagher Road, Wayne, PA 19087

Name and address of Applicant: Diane and Douglas Evans

115 Gallagher Road, Wayne, PA 19087

Telephone Number: 215-485-3050 Email: dpetennis21@aol.com

Property Owner (if different than above): _____

Owner address: _____

Telephone number: _____ Email: _____

Attorney's name: Nicholas J. Caniglia, Esquire

Address: 125 Strafford Avenue, Suite 110, Wayne, PA 19087

Telephone number: 610-688-2626 Email: Nick@piercecanigliataylor.com

Relief requested and/or basis for appearing before the Zoning Hearing Board including *specific citation to any and all sections of the Zoning Code relevant to the appeal. (attach additional pages if necessary)*

Applicant seeks a special exception under §280-101A(2) of the Zoning Code to enlarge an existing residence in the C-2 zoning district. The residence is a legal non-conforming use in the Commercial Zoning District. The enlargement will not increase the area devoted to the non-conforming use by more than 50%. Applicant also seeks a variance from §280-52D of the Code to construct an addition to square off the existing home which will extend into the required the side yard setback. In the alternative, Applicant seeks a variance from §280-51 of the Code regarding use or such other relief from the Zoning Code consistent with the Exhibits presented.

Description of previous decisions by the Zoning Hearing Board pertinent to the property, or attach copies of decisions: *(attach additional pages if necessary)*

Appeal Number 2953 (Exhibit A-11) – Special Exception to expand existing non-conformity by Applicant for adjacent property in which they reside.

Brief narrative of improvements: (attach additional pages if necessary)

The Property is Zoned C-2 Commercial and is improved by a single-family dwelling which is a legal non-conforming use. The Premises is conical in shape whereby the side yard is reduced from front to rear. Applicant resides in the adjacent property located at 115 Gallagher Road and acquired similar relief in 2015 (Exhibit A-11). A photo of renovated 115 Gallagher Road is attached as Exhibit A-12. The residence is legally non-conforming in regards to Use and Setbacks as indicated by the 1923 Radnor Township Zoning Code (Exhibit A-13) which permitted residences and had no side-yard setback requirement. Applicant seeks to construct an addition to the existing home which will not exceed 50% of the area devoted to the non-conforming use. A portion of the addition will extend into the required side yard setback. The side yard is immediately adjacent to the property in which the Applicant resides. The addition will square off the existing home and be no closer to the property line than an existing concrete patio which is 9 feet from the property line shared with Applicant's residence.

Witnesses:

Applicant – Owner of the Property will describe the Property and the proposal.
Applicant reserves the right to call other witnesses at the time of the hearing.

ATTACHMENTS: Ten (10) copies of each and one (1) electronic copy in pdf format (CD or thumb drive) of the following must be provided:

1. **Engineered plan or survey of the property drawn to scale, prepared by a registered architect, engineer or surveyor licensed in Pennsylvania, containing the following information:**
 - a) **lot lines and lot dimensions described in metes and bounds (in feet);**
 - b) **total lot area;**
 - c) **location of easements and rights of way, including ultimate rights of way;**
 - d) **location of all setback lines for existing and proposed structures;**
 - e) **location of steep slopes, floodplains, riparian buffers, wetlands, and other pertinent features;**
 - f) **location of existing and proposed improvements;**
 - g) **table of zoning data including zoning district, required setbacks, existing and proposed building coverage, impervious coverage, height, and other pertinent zoning restrictions, and any degree of compliance or noncompliance; and**
 - h) **all other features or matters pertinent to the application.**

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2. **List of witnesses and summary of their testimony attached.**
3. **Photographs of the property at issue and all adjoining properties.**
4. **Copies of any written professional reports, including traffic studies, land planning studies,**

appraisals, floodplain analyses, economic forecasts or other written reports, which the applicant wishes to present at the hearing (*note: the author of the study or a qualified representative of the entity who prepared the study must appear at the meeting and be available for cross-examination*).

- ~~5. Copy of deed, lease, agreement of sale, or other authorization to file the appeal. (*note: leases or agreements of sale either must expressly permit the tenant or buyer to file an appeal, or must be accompanied by a by a letter from the owner clearly authorizing tenant or buyer to file the appeal*).~~

ADDITIONAL REQUIREMENTS

1. Will this application involve the subdivision of land? Applications that involve the subdivision of land are referred to the Planning Commission for review and recommendation. *Applicants will be notified of the date and time of the Planning Commission meeting*
2. Will briefs or memoranda of law be filed in accordance with requirements of the Zoning Hearing Board? (*note – 10 copies of any brief or memorandum of law to be submitted by the applicant must be received by the Community Development Department no later than 14 days before the hearing*).
3. Will the applicant (or duly authorized officer of the applicant, if applicant is not a natural person) be present at the hearing. If not, then power of attorney, notarized and in recordable form, authorizing the person who will testify on behalf of the applicant, and to bind the applicant in any proceedings of the Board must be presented at or before commencement of the hearing. Attorneys, agents, or other representatives of the applicant may not appear and testify on behalf of the applicant without power of attorney. Forms of power of attorney are available in the Community Development Department. (*note: failure to provide power of attorney will result either in the appeal being continued, or being dismissed, at the discretion of the Board*)


SIGNATURE OF APPLICANT

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ZONING HEARING BOARD APPLICATION

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TOWNSHIP USE ONLY
APPEAL # <u>3039</u>
FEE: <u>900</u>
DATE RECEIVED: <u>3-26-19</u>

GENERAL INFORMATION: Applicants are strongly encouraged to review the "Requirements and Information for Appeals to the Zoning Hearing Board" that are attached to the application. Ten (10) copies of this application and required attachments along with an electronic submittal in pdf format (CD or thumb drive) must be filed with the Community Development Department not less than thirty (30) calendar days prior to the hearing. *Incomplete applications will not be accepted for processing.*

REQUIRED FEE DUE AT FILING: Please refer to the Consolidated Fee Schedule, as amended on our website at www.radnor.com for a copy of our current fees.

TYPE OR PRINT

Property Address: 489 Upper Gulph Road, Radnor, PA 19087

Name and address of Applicant: Brothers of the Order of Hermits of Saint Augustine
c/o Rev. Francis J. Horn, O.S.A., Treasurer, 214 Ashwood Road, Villanova, PA 19085

Telephone Number: 610-527-3330 ext. 233 Email: treasurer@augustinian.org

Property Owner (if different than above): James E. Colleran and Mary T. Colleran

Owner address: 489 Upper Gulph Road, Radnor, PA 19087

Telephone number: 610-608-2539 Email: jcolleran@colleran.com

Attorney's name: Nicholas J. Caniglia, Esquire

Address: 125 Strafford Avenue, Suite 110, Wayne, PA 19087

Telephone number: 610-688-2626 Email: Nick@piercecanigliataylor.com

Relief requested and/or basis for appearing before the Zoning Hearing Board including *specific citation to any and all sections of the Zoning Code relevant to the appeal. (attach additional pages if necessary)*

Owner of the Property wishes to gift the Property to the Applicant to be used as a residence for the second year novitiate of the Augustinian Order. The novitiate will live together as a single housekeeping unit in the same manner as a family. The Property consists of 2.865 acres (124,803 S.F) and is occupied by a residence well in excess of 10,000 S.F. of floor area. Applicant seeks a variance from §280-14 regarding Use and/or §280-4 (definition of Family). In the alternative, Applicant contends that the use is permitted by right since it is a Single Housekeeping Unit, as an accessory use customarily incidental to a permitted use under §280-14D, or as otherwise permitted in accordance with the exhibits and testimony presented to the Zoning Board.

Description of previous decisions by the Zoning Hearing Board pertinent to the property, or attach copies of decisions: *(attach additional pages if necessary)*

None to Applicant's knowledge

Brief narrative of improvements: *(attach additional pages if necessary)*

The Property is zoned R-1 Residential and consists of 2.865 acres (124,803 S.F.). The existing residence has a floor area in excess of 10,000 S.F. The Property is heavily buffered and isolated by trees (Exhibit A-) and the residence is accessed by a single long driveway from the street (Exhibit A-) rendering the residence not visible from the neighboring properties. The residence has 16 rooms, 8 bed rooms, 7 full baths and 5 fireplaces. It was constructed in 1920. Due to the size of the residence, the current owner has been unsuccessful since 2010 in their attempts to sell the Property as a single-family residence. Applicant wishes to gift the Property to the Applicant. The Applicant will use the Property as a residence for its novitiates who are second year seminarian candidates. The novitiate program requires the candidates, for entry into the Order, to live together as a family, sharing meals in a single common kitchen, and spiritual direction in the same manner as a family (Exhibit A-) in a common functional household. Applicant anticipates 6-7 novitiates to reside at the Property along with 2-3 permanent advisors. There will be no expansion to the residence.

Witnesses:

Applicant – Owner of the Property will describe the Property.

Rev. Francis Horn, O.S.A. will describe the proposed Use.

Realtor will describe the attempts to sell the Property.

Applicant reserves the right to call other witnesses at the time of the hearing.

ATTACHMENTS: Ten (10) copies of each and one (1) electronic copy in pdf format (CD or thumb drive) of the following must be provided:

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 - g) **table of zoning data including zoning district, required setbacks, existing and proposed building coverage, impervious coverage, height, and other pertinent zoning restrictions, and any degree of compliance or noncompliance; and**
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2. **List of witnesses and summary of their testimony attached.**
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4. **Copies of any written professional reports, including traffic studies, land planning studies,**

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ADDITIONAL REQUIREMENTS

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Francis J. Horn, Jr. Treasurer

SIGNATURE OF APPLICANT

*Brothers of the Order of Hermits
of St. Augustine*

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ZONING HEARING BOARD APPLICATION

TOWNSHIP OF RADNOR

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WAYNE, PA 19087

610-688-5600

FAX: 610-971-0450

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TOWNSHIP USE ONLY
APPEAL # <u>3040</u>
FEE: <u>900</u>
DATE RECEIVED: <u>3-26-19</u>

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TYPE OR PRINT

Property Address: 220 Sugartown Road, Wayne PA 19087

Name and address of Applicant: Sola Salon Studios (Eleven Elven PA LLC)
220 Sugartown Road Wayne PA 19087

Telephone Number: 412-877-4814 Email: Robert.breuner@gmail.c

Property Owner (if different than above): Westover Properties

Owner address: 550 American Way, Suite 1 KOP, PA 19406

Telephone number: 610.337.3994 Email: dMcManus@westovercompa

Attorney's name: N/A

Address: _____

Telephone number: _____ Email: _____

Relief requested and/or basis for appearing before the Zoning Hearing Board including *specific citation to any and all sections of the Zoning Code relevant to the appeal. (attach additional pages if necessary)*

Respectfully request relief from the maximum sign height of 15feet from grade as defined in Radnor Township Code 280-122 C(2). Applicant would like to install sign at max height of 18ft. Sign is to be installed on the building façade raised parapet/marquis section of the wall. Sign is 50 square feet. Sign at 50 sqft size does not fit onto storefront at 15ft maximum height. If sign size reduced to fit at 15ft maximum sign size must be reduced to 24sqft and does not look good and does not utilize architectural design of the building storefront.

Applicant got approval from Radnor Township Design Review Board for sign design at DRB Hearing on March 13, 2019. DRB agree sign aesthetically looks better at height rendered at 18ft to top of sign.

Description of previous decisions by the Zoning Hearing Board pertinent to the property, or attach copies of decisions: *(attach additional pages if necessary)*
N/A

Brief narrative of improvements: *(attach additional pages if necessary)*

Applicant to install one 50 Square Ft Wall sign. Sign is individually mounted channel letters facelit and halo lit with LED modules.

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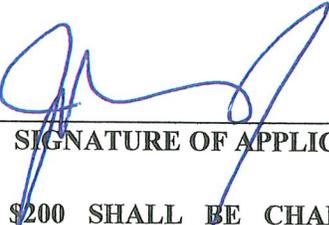
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APPEAL # <u>3029</u>
FEE: <u>900⁰⁰</u>
DATE RECEIVED: <u>11-20-18</u>

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REQUIRED FEE DUE AT FILING: Please refer to the Consolidated Fee Schedule, as amended on our website at www.radnor.com for a copy of our current fees.

TYPE OR PRINT

Property Address: Villanova University

Name and address of Applicant: 800 Lancaster Avenue, Villanova, PA 19085

Telephone Number: 610-519-7450 Email: christopher.kovolski@villanova.edu

Property Owner (if different than above): _____

Owner address: _____

Telephone number: _____ Email: _____



Attorney's name: Nicholas J. Caniglia, Esquire

Address: 125 Strafford Avenue, Suite 110, Wayne, PA 19087

Telephone number: 610-688-2626 Email: Nick@piercecanigliataylor.com

Relief requested and/or basis for appearing before the Zoning Hearing Board including *specific citation to any and all sections of the Zoning Code relevant to the appeal. (attach additional pages if necessary)*

Applicant seeks to modify the conditions imposed by the prior decision of the Zoning Hearing Board in Appeal Number 1554 dated November 20, 1980 regarding a grant of relief by the Zoning Board from the height requirements for light standards at the Villanova Football Stadium. Applicant requests that the conditions be modified in order to be consistent with Resolution Number 2006-05 dated February 14, 2006 of the Board of Commissioners. In the alternative, Applicant requests a variance from §280-64E of the Zoning Code, contends that the prior grant of variance did not impose conditions except for the height and number of the light standards, or improperly imposed any other conditions. Applicant further requests such other relief from the Zoning Code consistent with the Exhibits presented.

Description of previous decisions by the Zoning Hearing Board pertinent to the property, or attach copies of decisions: *(attach additional pages if necessary)*

Appeal Number 1554 dated November 20, 1980 (attached as Exhibit A-4 hereto)

Resolution #2006-05 dated February 14, 2006 (attached as Exhibit A-6 hereto)

Brief narrative of improvements: *(attach additional pages if necessary)*

The Premises is Zoned PI-Planned Institutional. On November 20, 1980 the Zoning Hearing Board, pursuant to Appeal Number 1554 (See, Exhibit A-4), granted Villanova University relief from the then 50' height requirement of the Zoning Code to construct six one-hundred foot tall light standards at the Villanova University Football Stadium. On February 14, 2006 the Board of Commissioners of Radnor Township passed Resolution Number 2006-05 (Exhibit A-6) requiring that the "stadium lights be turned off when the stadium is not in use and the light level be reduced for intramurals to no more than 50 foot candles at midfield after 9 p.m. and tower lights be turned off at midnight." (See A-6, Paragraph number 26). Villanova University uses the stadium lights for varsity sports practices, intercollegiate sporting events, intramurals, ROTC, summer camps, and special events. In further restriction of the Resolution of the Board of Commissioners, in addition to continuing to comply with the Resolution, Applicant has agreed to turn off the tower lights no later than 10:30 p.m.

Christopher Kovolski – Assistant VP of Government Relations & External Affairs of Villanova University will testify regarding the needs of the University, its current conditions, and existing uses.

Robert Morro – VP for Facilities of Villanova University will testify regarding the current conditions.

Representative of Athletic Department will testify regarding the need for the lights.

Applicant reserves the right to call other witnesses at the time of the hearing.

ATTACHMENTS: Ten (10) copies of each and one (1) electronic copy in pdf format (CD or thumb drive) of the following must be provided:

1. Engineered plan or survey of the property drawn to scale, prepared by a registered architect, engineer or surveyor licensed in Pennsylvania, containing the following information:
 - a) lot lines and lot dimensions described in metes and bounds (in feet);
 - b) total lot area;
 - c) location of easements and rights of way, including ultimate rights of way;
 - d) location of all setback lines for existing and proposed structures;
 - e) location of steep slopes, floodplains, riparian buffers, wetlands, and other pertinent features;
 - f) location of existing and proposed improvements;
 - g) table of zoning data including zoning district, required setbacks, existing and proposed building coverage, impervious coverage, height, and other pertinent zoning restrictions, and any degree of compliance or noncompliance; and
 - h) all other features or matters pertinent to the application.

PLANS SHALL NOT EXCEED 24" X 36" , AND MUST BE NEATLY FOLDED TO NO GREATER DIMENSION THAN 8 1/2" X 11" AT FILING

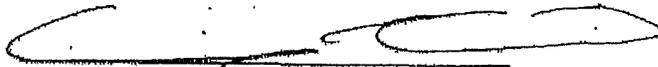
2. List of witnesses and summary of their testimony attached.
3. Photographs of the property at issue and all adjoining properties.
4. Copies of any written professional reports, including traffic studies, land planning studies,

appraisals, floodplain analyses, economic forecasts or other written reports, which the applicant wishes to present at the hearing (*note: the author of the study or a qualified representative of the entity who prepared the study must appear at the meeting and be available for cross-examination*).

5. Copy of deed, lease, agreement of sale, or other authorization to file the appeal. (*note: leases or agreements of sale either must expressly permit the tenant or buyer to file an appeal, or must be accompanied by a letter from the owner clearly authorizing tenant or buyer to file the appeal*).

ADDITIONAL REQUIREMENTS

1. Will this application involve the subdivision of land? Applications that involve the subdivision of land are referred to the Planning Commission for review and recommendation. *Applicants will be notified of the date and time of the Planning Commission meeting*
2. Will briefs or memoranda of law be filed in accordance with requirements of the Zoning Hearing Board? (*note – 10 copies of any brief or memorandum of law to be submitted by the applicant must be received by the Community Development Department no later than 14 days before the hearing*).
3. Will the applicant (or duly authorized officer of the applicant, if applicant is not a natural person) be present at the hearing. If not, then power of attorney, notarized and in recordable form, authorizing the person who will testify on behalf of the applicant, and to bind the applicant in any proceedings of the Board must be presented at or before commencement of the hearing. Attorneys, agents, or other representatives of the applicant may not appear and testify on behalf of the applicant without power of attorney. Forms of power of attorney are available in the Community Development Department. (*note: failure to provide power of attorney will result either in the appeal being continued, or being dismissed, at the discretion of the Board*)



SIGNATURE OF APPLICANT

AN ADDITIONAL FEE OF \$200 SHALL BE CHARGED FOR ANY CONTINUANCE REQUESTED BY THE APPLICANT. THIS FEE SHALL BE PAID PRIOR TO THE RESCHEDULING OF THE HEARING.