

The Consulting Group, LLC
Dennis Lee
5070 Parkside Avenue
Suite 2100
Philadelphia, PA 19131

ZBA Appeal File Date: _____
OR
CDR Referral Date: _____

April 7, 2016

Re: 5711 Ridge Avenue,

Dear Registered Community Organization:

This is a notification of a **PUBLIC MEETING** to discuss the project described below. All Registered Community Organizations that have geographic boundaries containing the project property and all community members are welcome to attend.

Property Description:

5711 Ridge Avenue

CMX-2.5 Commercial District and NCA – Ridge Avenue overlay District

Lot size 3.882 sqft

Project Description:

The application is for at Take out restaurant in (space B) with dry cleaning drop off/pick up (maintenance and repair of consumer goods) (space A) in an existing one story structure.

The take out restaurant, requires a special exception approval in CMX-2.5 Commercial District and NCA-Ridge Ave Overlay

Summary of Referral: *Attach copy of Referral*

Central Roxborough Civic Association as Coordinating RCO has scheduled a **PUBLIC MEETING** in advance of a public hearing to discuss the project at the following date, time and location:

Public Meeting Date & Time: *May 5, 2016, 7:30 PM*

Location: *Leverington Presbyterian, 6301 Ridge Avenue, Philadelphia, PA 19128*

Please review the zoning posters for the date of the **PUBLIC HEARING** to be held by the City of Philadelphia [*Zoning Board of Adjustment or Civic Design Review Committee*] **located at** 1515 Arch Street, 18th Floor, Philadelphia, PA 19102 on the issue.

For reference, contact information for all affected Registered Community Organizations and the District Councilperson is provided as follows:

*4th District Councilman Curtis Jone, Jr Office, contact person: Joshua Cohen 215-686-3416, 3417
Central Roxborough Civic Association, Donald A. Simon, 215-930-0397*

Sincerely,
The Consulting Group, LLC

cc: *4th District Councilman Jones Office-Joshua Cohen, City Hall, Room 404
Planning Commission - rco.notification@phila.gov
Central Roxborough Civic Association – don@crca.us
ZBA- rcozba@phila.gov*

If you have received this notice as the owner, managing agent, or other responsible person at a multi-unit building, you are requested to post this notice at a prominent place in a common area of your building.

Civic Design Review Committee [see Templates 3 or 4 for mailing address]

TEMPLATE 3 - Meeting Summary Form To Zoning Board of Adjustment (ZBA)

[Coordinating RCO Name]

[Coordinating RCO Address]

[Coordinating RCO City, State ZIP Code]

[Date]

Julia Chapman
Chair, Zoning Board of Adjustment
1401 John F. Kennedy Boulevard – 11th Floor
Philadelphia, PA 19102

Re: RCO Meeting Summary Form

[Calendar No. of ZBA Case]

[Zoning Application No.]

[Project Address]

[Hearing Date and Hearing Time]

Dear Ms. Chapman:

Below is summary of a public community meeting held regarding the above-referenced zoning proposal.

Position:

- Support
- Oppose
- Non-Opposition
- Did not reach agreement on the application

Date of Meeting:

Location of Meeting:

Participating RCOs:

Number of Attendees:

Reasons for Position: *[Give reasons for position and if there is no agreement or conclusion, discuss the positive and negative aspects].*

Sincerely,
Coordinating RCO representative

[The law requires that the following receive copies of this summary]

cc: *District Council Office contact*
Planning Commission - rco.notification@phila.gov
Each affected RCO including the Coordinating RCO

If you have received this notice as the owner, managing agent, or other responsible person at a multi-unit building, you are requested to post this notice at a prominent place in a common area of your building.

TEMPLATE 4 - Meeting Summary Form To Civic Design Review Committee (CDR)

[Coordinating RCO Name]
[Coordinating RCO Address]
[Coordinating RCO City, State ZIP Code]

[Date]

Nancy Rogo Trainer, Chair
Civic Design Review Committee
1515 Arch Street, 13th Floor
Philadelphia, PA 19102

Re: RCO Meeting Summary Form

[Zoning Application No.]
[Project Address]
[CDR Meeting Date and Time]

Dear Ms. Rogo Trainer:

Below is summary of a public community meeting held regarding the above-referenced zoning proposal.

Date of Meeting:

Location of Meeting:

Participating RCOs:

Number of Attendees:

Comments related to the Public Realm:

- **Site Design:**
- **Building Design:**
- **Parking Design:**
- **Public Open Space:**
- **Sustainable Design:**

Sincerely,
[Coordinating RCO representative]

[The law requires that the following receive copies of this summary]
cc: District Council Office contact
Planning Commission - rco.notification@phila.gov
Each affected RCO including the Coordinating RCO

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