

**APPROVED**

**MUNICIPALITY OF MT. LEBANON  
PLANNING BOARD MINUTES**

**DATE:** Tuesday, August 28, 2012

**TIME:** 7 p.m.

**PLACE:** Mt. Lebanon Municipality – Commission Chambers

**BOARD MEMBERS PRESENT:** Bill Pope, Rick Sabeh, Jackie Dunn, Alan London, Carolyn Byham

**STAFF MEMBERS PRESENT:** Municipal Planner Keith McGill, Municipal Engineer Dan Deiseroth

**Agenda Items**

Minutes of the June 26, 2012, Planning Board meeting. Ms. Dunn moved and Mr. Sabeh seconded to approve the June 26, 2012, Planning Board minutes. The motion carried unanimously.

**Old Business**

None

**New Business**

- a. Request for a recommendation on an Ordinance of Mt. Lebanon, Pennsylvania amending Chapter XX (Zoning) of the Mt. Lebanon Code, to expand the Office Boutique Overlay District to a portion of the R-4 District and the CBD District and make other minor changes.

Mr. McGill said the municipality acquired the parking authority functions and properties as of January 1, 2012. Two properties — one occupied by SHACOG and the Mt. Lebanon Historical Society, the other vacant — the Commission has been discussing uses or actions related to those properties. Some ideas discussed were the sale of the properties, or continue leasing them. The solicitor felt an R-4 Office Boutique Overlay District, similar to McNeilly Road, would allow for more possible uses. This is proposed to be placed on all properties between Lebanon Avenue and Shady Drive East and Shady Drive West. Most of those properties are in the commercial business district and as such the OBD would have less of an impact on them.

Ms. Byham asked if offices in Washington Square would be included in this ordinance.

Mr. McGill said they are already provided for in the existing PMXD overlay.

Mr. London asked about the properties north of Shady Drive West.

Mr. McGill said they are already zoned commercial so they do not need the Office Boutique Overlay.

Mr. Sabeh asked if an artist or craftsman wanted to have a studio they could, but if they wanted to display or sale their work they would need a site plan review.

Mr. McGill said yes per section 401.3.1.

Mrs. Byham asked if there could be a café outside tables.

Mr. McGill said the Speciality Foods option is more for “dry” goods. A café would fall under restaurant use. He said the “R-1 or R-2 District” should be taken out. He will clarify that with the solicitor.

Mr. Sabeh questioned the difference between retail sales and non-retail sales.

Mr. McGill said that would be a question for the zoning officer to determine if a business is a home occupation or retail.

Mrs. Byham said she is disappointed that the restaurant use is being eliminated.

Mr. McGill said this becomes problematic when you try to use the existing structure but do not have adequate parking facilities. A restaurant use has to provide for parking.

### **CITIZEN COMMENTS**

There were no citizen comments.

Mr. Sabeh moved and Mr. London seconded to recommend approval of the ordinance subject to amending Section 401.3.1 Uses subject to Site Plan Review to remove “in R-1 or R-2 District.” The motion passed unanimously.

- b. Recommendation from the Mt. Lebanon Planning Board on the proposed Capital Improvement Program (CIP) for Mt. Lebanon, PA for the years 2013 – 2017.

Mr. McGill said every year the CIP is brought before the planning board to state if the projects proposed are in accordance with with the adopted comprehensive plan. The CIP is a management tool that shows the allocation of proposed expenditures for capital projects over the next five years. This year’s CIP has 63 new or continued projects related to infrastructure, facility or equipment with a gross cost of 68 million over a five-year period. Projects are funded either in whole or part by grants, debt issuance, user fees, and or contributions. The net tax cost of this program is a little over 22 million. For the 2013 program there are 32 projects; some of the larger projects are sanitary sewer work, which is funded by a dedicated fund that is set aside for that work; street reconstruction; traffic signal coordination on Cochran/Beverly roads and Bower Hill Road; renovation of the swimming pool and athletic improvements. Some of the large projects are funded by dedicated funds that were set up by the Commission.

Mr. London asked if some items should be brought to the commission's attention to make sure they will be consistent with the new Comprehensive Plan, particularly the swim center, which doesn't have as high of a priority as some of the infrastructure items such as the storm or water sewers.

Mr. McGill said the swim center is not a profit-making item, but the Commission is discussing a number of recreation-related projects that could possibly be funded through the unassigned general fund balance or possible bond issue to fund some larger projects such as the swim center and pool.

Ms. Dunn asked if the swim center and pool are not listed with the athletic fields and improvements in the 2013 CIP.

Mr. McGill said he thinks there is some overlap.

Mr. London asked how 5½ million dollar recreation item compares with what's spent over the last five years.

Mr. McGill said there has not been a 5½ million bond issue in the last five years. The Commission has been looking at the overall recreation needs and has been trying to prioritize those needs. The consensus of the Commission, as well as the community at large, is that there is a need to invest in recreational facilities. The discussion continues to be where and how that investment occurs. That has been a theme in the existing Comprehensive Plan, and will continue to be a theme in the new Comprehensive Plan, as well as the CIPs of the last several years.

Mr. Deiseroth said the CIP is wish-list for what is desired for the community. It is the job of the Commission to set the priority of those items.

Mr. McGill said the Commission had a retreat in March where they were unified in determining that recreation is an immediate need. The discussion is to what level is the need and how is the need funded, and possibly identifying sources of funding.

Ms. Dunn asked if partnering with the school district is an option.

Mr. McGill said the municipality and the school district have a joint field maintenance agreement with the Youth Sports Alliance (YSA). The Indoor Tennis Association and the municipality have also partnered on those facilities.

Ms. Dunn said Brafferton field is listed under parks not playing fields. So would joint funds be used for those improvements?

Mr. McGill said the funds go to field maintenance. Brafferton field could be upgraded with funds from the unassigned fund balance.

Ms. Dunn asked why McNeilly field was delayed to 2017.

Mr. McGill said there is a deed covenant on McNeilly Park indicating it can only be used for recreational facilities. The Commission has had many discussions regarding the limited funds available and the possible bond issue to address the many needs for the park. Given the limited funding available the earliest the project could be funded would not be until 2017. The Commission may always reprioritize as they see fit.

Mr. Pope asked when the comprehensive plan was due.

Mr. McGill said July 2013. The planning board is the facilitation and coordination committee for the comprehensive plan, along with Commissioners Kluck and Bendel. Therefore they will have first-hand involvement all the way through the process, including the recommendation to the Commission and adoption. Once the plan is finished it will come before the planning board for a recommendation to the Commission. He is hoping to have the comprehensive plan completed in time for the 2014-2017 CIP, so that it can be included in the decisions of the CIP.

Mr. Pope asked for more information regarding the unassigned general fund.

Mr. McGill said it is the recommendation of the current Commission to hold 10% of excess funds in reserve. This helps to put Mt. Lebanon in a more favorable position for bond issuances to get a better rate. There is currently 1.3 million over the 10% excess. There have been discussions about holding funds for future pension obligations and a portion of the remainder could be distributed to other recreational needs.

Mr. Pope asked to discuss offsetting dues toward recreation improvements.

Mr. Sabeh, who is part of the parks and recreation ad hoc committee, indicated that the recreation department programs manage to stay a little above cost. The people who are paying and playing are paying for the operational expenses.

Mr. Pope asked about sidewalk improvements.

Mr. Deiseroth said the estimated cost for the sidewalk improvements would cover approximately 850 lineal feet. He said most of the sidewalk program is for root damage, but some is covered by the home owners.

Mr. Pope asked for an explanation regarding ALCOSAN.

Mr. Deiseroth said all the task assignments under the consent order have been completed. Less is being spent on maintenance because much of it has been accomplished, but bigger projects are being taken care of. Some funds are being put aside for a feasibility study.

#### **CITIZEN COMMENTS**

There were no citizen comments.

Mr. London moved and Mr. Sabeh seconded to advise the Commission that 1) the planning board finds the 2013-2017 CIP, attached to Mr. Feller's letter dated August 1, 2012, to be in accordance with the adopted comprehensive plan, and 2) that making this finding, the planning board has particularly noted the antepenultimate paragraph of that letter, relating to the municipality's comprehensive plan to be created in 2013. The motion carried unanimously.

**Next Meeting** - The next regularly scheduled meeting of the Mt. Lebanon Planning Board is **Tuesday, September 25, 2012 @ 7:00 p.m.**

**Adjournment**

The meeting was adjourned at 8:05 p.m.