

Minutes  
**Mt Lebanon Historic Preservation Board**  
Monday October 21, 2013. 5 p.m.  
Mt Lebanon Municipal Building

**Attendance:** Yvette Yescas, chair; Joel Cluskey, vice-chair, Bill Callahan, Michelle Zmijanac, Jim Martin, Ben Wetmore, Matt Kluck, commission liaison, Susan Morgans, staff liaison. Absent (excused) Bonnie VanKirk.

**Call to Order:** Chair Yvette Yescas called meeting to order at 5:10 p.m.

**Citizen Comment:** New resident Kelly Stroup, a historic preservationist, introduced herself and expressed interest in working with the board.

**Consideration of Minutes:** September 2013 minutes approved unanimously.

**New Member:** Ben Wetmore, Hazel Drive, will fill Pat Calvelo's unexpired term. Ben, an architect, served on the original ad hoc historic preservation committee.

**Chair's Report:**

Laura Ricketts of Skelly & Loy will submit the National Register Nomination this week. Bill Callahan will call Skelly & Loy principal Gerry Kuncio to be sure nomination is on track. Yvette Yescas will let all know when the nomination is submitted. We expect to receive the designation in June.

**Staff Liaison Report/Commission Liaison Report** Susan Morgans reported that she had been asked to share her ideas with Karen Petrucelli, who is doing the feasibility study for the Transit Oriented Development (TOD) project. Joel Cluskey, board liaison to the Economic Development Council (EDC) attended the last EDC meeting, and said their focus was how to formulate the RFP for the project. Commissioner Kluck said he thinks the RFP and project should be more comprehensive, extending to Shady Drive East and Castle Shannon Boulevard.

**Topic of the Month:** HPB's role in Comprehensive Plan.

**Objective 1, Action 1** (Maintain and enhance appearance and integrity of community's built environment) Bill Callahan said the board has an opportunity to further this action as well as **Objective 1, Action 6** (Work with HPB to establish local historic districts) by working with Virginia Manor residents who are concerned about threats to the integrity of their subdivision. They have been considering requesting a zoning overlay, but a local historic district, which corresponds to the HPB's three-year plan, might be a more effective strategy, Bill will invite the "leaders" of the effort to attend January HPB meeting.

**Objective 1, Action 2** (Conduct a design workshop series) Joel Cluskey said that if such a workshop is conducted, it will be important to show examples of good

design and in particular, good additions. Susan Morgans will ask Inspector Joe Berkley for a list of the most common “problems” with additions and also will forward monthly inspection violations report to the board chair to help the board evaluate which design issues need addressing.

Ben Wetmore suggested that if we want to encourage good design, we need to revisit the HPB webpage on [www.mtlebanon.org](http://www.mtlebanon.org) and improve upon the examples provided. He and Susan will meet about this.

**Objective 1, Action 3** (Amend municipal design guidelines to incentivize enhancements of public realm when private development occurs) Bill Callahan previously sent board copies of design guidelines in current ordinance. This can be a topic for a future meeting.

**Objective 1, Action 7** (Conduct a joint meeting of the historic preservation and planning boards) Yvette Yescas will contact Planning Board Chair Bill Pope to plan a joint meeting. At this time, boards can discuss **Objective 7, Action 1** (Update zoning ordinance).

**Objective 1, Action 8** (Address historical society’s request for help with McMillan House project) This is already underway, as per Jim Wojcik’s request.

**Objective 2, Action 2** (Meet regularly with real estate professionals, etc.,) Bill Callahan and Yvette Yescas spoke at PIO’s real estate “Meet and Greet.” Board will look for other opportunities to share information and analyze data.

**Continuing Business:**

**December 5 meeting** Yvette will get a list of all board and authority members, commissioners, etc. to invite them to December 5 meeting. Joel Cluskey and Michelle will meet to plan the December 5 meeting.

**Walking Tour App:** Jim Martin will continue to work on this project and would appreciate help from other members who may be interested.

**Magazine Articles:** Bill Callahan will write article on HPB involvement with Comp Plan for January. Michelle Zmijanac will write about the history of the board for April

**Topic for Next Month:** The December 5 special public meeting.

**Adjournment:** The meeting adjourned at 6:40. Next meeting is Monday, November 21 at 5 p.m. in the municipal building. The regular December meeting is cancelled.