

APPROVED

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

DATE: Wednesday, May 28, 2014

TIME: 7 p.m.

PLACE: Mt. Lebanon Municipality – Commission Chambers

BOARD MEMBERS PRESENT: Rick Sabeh, Jackie Dunn, Suzanne Sieber, Bill Pope

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

Agenda Items

Minutes of the April 22, 2014, Planning Board meeting. Ms. Dunn moved and Ms. Sieber seconded to approve the April 22, 2014, Planning Board minutes. The motion passed unanimously.

Old Business

Request for preliminary approval and a recommendation for final approval for Site Plan approval for 788 Washington Road for use as an office. The Mt. Lebanon Code, Chapter XX, Zoning, Section 401.3 identifies *Offices, excluding Medical Facilities* as an Authorized Use subject to Site Plan review in the OB-Office Boutique Overlay District.

Mr. McGill said the planning board reviewed the application in April, but there were a number of issues that needed to be addressed. Those issues have since been addressed and the applicants have revised the application and resubmitted it.

Mr. Deiseroth read into the record a letter from Gateway Engineers dated May 22, 2014.

Mr. Pope asked for clarification regarding the easements.

Mr. McGill said the Subdivision and Land Development Ordinance requires a 15-foot minimum width for a one-way drive for this type of a development. The five-foot easement provides for the 15-foot entrance for the driveway. It will function very similarly to a residential driveway.

Mr. Pope said he read the applicant's letter from May 19 and asked the municipal engineer to talk about the gravel and stone area clarifying there is a hard surface under the gravel driveway.

Mr. Deiseroth said a storm water management report was submitted and a storm water plan is shown and should be installed.

Mr. McGill said the storm water management is shown on the plan, and the board is approving this plan as proposed.

Debra Parrish, 858 Country Club, said the driveway is already impervious.

Citizen Comments

There were no citizen comments.

Mr. Pope moved and Ms. Dunn seconded to grant preliminary approval and recommend final approval the Site Plan application for 788 Washington Road for use as an office conditioned on the Engineer's review comments in a letter dated May 22, 2014, and on the Commission approval of the required easement agreement. The motion passed unanimously.

New Business

Annual report on the Mt. Lebanon Comprehensive Plan. In October of 2013 the municipality adopted *elevate mt lebanon*, as the municipality's comprehensive plan. The comprehensive plan guides public policy in terms of transportation, utilities, land use, recreation and housing.

In May of each year the planning board will review the status of various items contained in the plan and offer recommendations on possible items to be considered as priorities to assist the Commission in their annual budget and Capital Improvement Program decisions.

Mr. McGill said he provided to the board the section of the Comprehensive Plan addressing implementation. He went through the action plan section and indicated which actions are completed and which are in process. He then provided possible priority items that could be suggested by the planning board to the commission for the upcoming budget and the Capital Improvement Program. Some of those items are: working with a grant revenue consultant to implement identified funding opportunities, such as a grant application to the DCNR for Meadowcroft Park improvements to include ADA access, rehab the tennis courts, resurface the basketball courts, and updating the fencing and lighting. This project is estimated at \$248,000. Two grant applications have been submitted, one for the ADA access and the second to DCNR. If both are approved then most of the cost for these improvements would be covered.

Ms. Dunn asked when the municipality might hear if the grants were approved.

Mr. McGill said the awards are usually done in the fall, and should be in time to include necessary funds for the 2015 budget. Public Works is working on a master plan for a new facility. In trying to maximize taxpayers' dollars, public works is working with the school district for a possible joint rifle/pistol range. The municipality needs a pistol range for the police department for qualifying, plus the recreation department has several programs that use a range, and this could possibly be used for the school and their rifle team.

In May 2014 an RFP was issued for the area surrounding the Mt. Lebanon Station and depending on how those RFPs are returned there could be a need for possible funding to move that project forward. This is a high-visibility project that has been discussed over the past several years. The Economic Development Council has identified it as one of their priority projects and the Commission has also identified it as a top priority project. Another item for possible priority is the road safety audit and pedestrian intersection improvements. Ten key intersections were observed that had the highest pedestrian/cyclist incidents. Several of these intersections were improved

when PennDOT did their Washington Road project, but there are several that are outstanding that would cost approximately \$110,000. One of the reasons he was suggesting this as a priority is because Mt. Lebanon is known as a “walking community.”

Public Works is in the process of completing their master plan; the plan should be in June or July, following which funding will need to be allocated to improve that facility. This is the last municipal facility that needs improvement, and it directly affects the ability to provide services to the community efficiently. Another large renovation/repair that is underway is to both municipal garages. This work has been put out to bid and work is scheduled to begin next week on the south garage.

Many of the items are already underway. Sustainability is a big element in the Comprehensive Plan and the planning board previously recommended an ordinance related to photovoltaic solar panels to put some uniform regulations into place. That ordinance was passed by the Commission. For green infrastructure – the Wildcat/Middle parking area where 35 spaces were reconstructed, a rain garden feature was constructed to help mitigate rain water runoff. The Meadowcroft Park grant application also contains a proposal for some green infrastructure related to storm water management.

Ms. Dunn asked if this was part of the current discussion regarding putting turf on Wildcat/Middle fields.

Mr. McGill said he was unsure if there was a green component for the turf project, but there is a storm water management component. At Church Park Place the municipality has applied for a grant for green infrastructure to control runoff from the parking lot and lessen the erosion on the hillside.

In conclusion, the municipality is making efforts to add green elements into construction projects when possible and cost efficient. Repairs to the municipal building roof were put out for bid a second time, and they’re trying to incorporate modern materials that will improve “R” values and decrease heat levels.

Mr. Pope asked if the Bradley Center was officially rezoned.

Mr. McGill said in the Comprehensive Plan that site was key development site No. 3, and the zoning change to a higher density zoning (R-4) was approved by the Commission. There are two developers working together, with one of the developers being in the process of pulling together plans. This would be a fairly large project with a lot of different elements and analysis that would need to be undertaken before any project could be submitted to the municipality. The planning board will be directly involved with the review of this project.

Mr. McGill said he gave the board a copy of the 2014-2018 CIP and memo he had written in September 2013 to show the relationship between the Comprehensive Plan and the CIP. Some of the possible items for the 2015-2019 CIP and the municipal budget were recommendations for road safety, Beverly Road streetscape improvements, the master plan for the public works facility,

and recycling containers to promote sustainability – currently there are no recycling containers in the parks or business districts.

Mr. Sabeh said that many items are about storm water issues and feels that storm water management should be included as a priority item to the Commission.

Mr. Deiseroth said many municipal projects try to address storm water issues such as the rain garden idea, and looking at a green roof for the municipal building. Prior to 2000 there had been no storm water management for the community as a whole. He said the best solution is to control storm water at the source within individual properties.

Mr. Sabeh said these are things that should be encouraged in the zoning code, especially with new construction.

Mr. Sabeh said he thinks more needs to be done to educate the residents regarding storm water issues and what they can do to help the situation.

Mr. McGill said that every year Mr. Deiseroth does a project status report related to the storm water fund to identify projects that have been initiated or completed using that fund, and the report is posted to the municipal website.

Mr. Deiseroth said there are solutions for storm water management, but some of those solutions are very costly, and do not get funded in the budget. He feels the best action is to encourage individual homeowners to make adjustments as they improve their properties.

Mr. McGill said an item identified in the Comprehensive Plan is to evaluate existing zoning land development and building and maintenance codes to audit and understand the potential impacts of construction and infill/redevelopment and the balance between preserving the integrity of established neighborhoods. The zoning ordinance will begin to be evaluated and updated in 2015, which will help further this goal.

Mr. Pope asked about icy areas on the roads as it relates to storm water management.

Mr. Deiseroth said a significant number of these conditions have been addressed and paid for through the storm water fund.

Mr. Sabeh asked about the icy areas on the northbound side of Route 19.

Mr. Deiseroth said the storm sewer has been installed and connected to Navahoe, where the majority of the water was coming from, but a pipe still needs to be installed along the retaining wall.

Mr. McGill said the amount of water on the roadway has been reduced already.

Ms. Sieber said she likes the priorities that Mr. McGill had suggested.

Ms. Dunn said the road safety audit touched several items in the Comprehensive Plan and would therefore consider it a priority.

Mr. Pope said he feels the road safety goes back to public safety of the community and should be considered a priority.

Ms. Sieber said she would like to submit a priority of the lack of fields throughout the municipality. She supports putting turf on the Wildcat and Middle fields, but that does not add new fields, which she feels are needed.

Mr. Sabeh asked about the status of the McNeilly property.

Mr. McGill said the Commission focus has shifted from the McNeilly property to the Wildcat/Middle fields, at this time. He said the cost to build new fields on that property is approximately \$4 million, and there are a lot of competing items for those funds.

Mr. Sabeh asked if the Bradley Center property were developed could that help with recreation amenities in that area.

Mr. McGill said yes, it could be a supporting argument for the need to provide additional recreational amenities in that area, and it could also provide some funding that does not currently exist.

Ms. Dunn asked about Brafferton field.

Mr. Deiseroth said Brafferton was put out for bid, but only one bid was received so the Commission decided to focus on other fields at this time.

Mr. McGill said there are a lot of needs in the community that have competing priorities.

Mr. Pope asked about unassigned funds.

Mr. McGill said unassigned funds are funds that have not been assigned to a specific item or budget project, usually because they were unexpected, such as an increase in property value, a finished project that came in under budget, CIP changes, or sometimes rebates through the insurance carrier. These unassigned funds become available toward the end of the year after the CAFR has been completed. At the end of the budget year, if there are undesignated funds available, then the budget is re-opened and a public hearing is held to re-allocate those funds. This process should take place in the next few months.

Ms. Dunn asked about the Castle Shannon TOD project.

Mr. McGill said the municipality is tracking both Dormont and Castle Shannon's TOD projects because of the market impact from those developments. There is a finite demand for housing units and the amount of units being proposed for those projects could affect the amount of housing Mt.

Lebanon would be able to offer for a similar project. They are trying to work together to offer different types of housing for each of the TOD projects to benefit all of the communities.

Mr. McGill said Commissioner Fraash had mentioned some items regarding the golf course, and said a bid had been sent out regarding the golf course, but the bids came back too high.

Mr. Deiseroth said some changes need to be made at the golf course, such as hole No. 3 is a blind hole, and the hole that runs parallel to the Kossman property needs to be reconfigured.

Mr. Pope asked about private street improvements from the CIP.

Mr. McGill said because of the age of the community there are a large number of private streets. The current procedure is that the property owners are responsible for maintaining a private street.

Ms. Dunn asked about the Veteran's memorial irrigation system.

Mr. Deiseroth said this is for an irrigation system that would run underneath Morgan Drive, to service both sides of the Veteran's memorial.

Citizen Comments

There were no citizen comments.

Ms. Dunn moved and Ms. Sieber seconded to provide the annual update on the Comprehensive Plan to the Commission based on board comments. The motion passed unanimously.

Adjournment

The meeting was adjourned at 8:30 p.m.