

APPROVED

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

DATE: Tuesday, June 23, 2015

TIME: 7 p.m.

PLACE: Mt. Lebanon Municipality – Commission Chambers

BOARD MEMBERS PRESENT: Rick Sabeh, Dennis Pitman, Bill Pope, Suzanne Seiber

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

Agenda Items

Minutes of the May 27, 2015, Planning Board meeting. Mr. Pittman moved and Mr. Pope seconded to approve the May 27, 2015, Planning Board minutes. The motion carried unanimously.

Old Business

None

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.

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 decision.

Mr. McGill read his memo to the Planning Board, dated June 13, 2015, into the record. He provided the board with a document containing a priority list action items:

- ***North Meadowcroft Park:*** An application has been submitted to DCNR for a grant to make improvements to the park including making it ADA accessible. A grant was submitted in 2014, but was not successful; the request for a grant was re-submitted in 2015 and it is anticipated that grant announcements will be made this fall. This is an important project that is supported by both the municipality and the school district.
- ***Municipal and school programming opportunities:*** as part of the public works master plan the option of a joint rifle and pistol range with the school district is still being considered. The school district put out a bid for a rifle-range-only project to be located in the high school, but the received responses were higher than they had anticipated.
- ***S.A.F.E. LEBO:*** This is an ongoing, multiple-agency endeavor to educate the public regarding prescription drug safety and the dangers of abuse.

- ***Subdivision and Land Development Ordinance (SALDO) and the Zoning Ordinance (Z.O.):*** These need to be evaluated regularly to better accomplish the goals and objectives that have been identified as part of the Comprehensive Plan. Gateway Engineers, the solicitor and staff members have begun a preliminary exchange of information.
- ***Historic Preservation Board:*** Helping them to establish the local historic districts with an emphasis on parts of the community eligible for National Register of Historic Places designation. Appropriate areas now have that designation. Work will continue with the Historic Preservation Board on efforts to consider local regulations related to historic districts. An RFP to develop and consider those regulations was issued and five responses were received. T&B Planning, Inc. was selected has started on the project.
- ***Historical Society's request regarding the McMillan House:*** The municipality executed a lease/purchase option with the Historical Society, who has started fund-raising and developing architectural plans. The municipality has received and is reviewing those architectural documents related to a renovation and improvement of that structure.
- ***RFP/RFQ for mixed use air rights development:*** In May 2014 an RFP was issued, but only one response was received, which proposed a 28-unit mixed income senior building. The Economic Development Council recommended not moving forward with that proposal at this time, due to other TOD projects in various forms of development in neighboring communities.
- ***Vitalizing business district strategic plan:*** The last Uptown Strategic plan was done in 1995 by Chan Krieger. The current plan would provide the community an opportunity to review and determine the business district's needs. An RFP was issued and nine responses were received. The Commission approved a contract with Environmental Planning and Design, and work should begin in July.
- ***Implementing recommendations from the road safety audit:*** Many of the short-term mitigating improvements have been installed. Funding is available through 2015 to complete additional budget items.
- ***Maintaining street infrastructure:*** This is an on-going action in accordance with the adopted ordinance No. 3190.
- ***Implement recommendations for the master plan for the public works facility:*** This was finalized in December 2014. There is a 5-phase plan to complete the upgrades to the public works facility, which will need a bond in order to move forward. This is included in the Capital Improvement Program which is set to begin in 2016.
- ***Renovations and repairs to the north and south garages:*** Renovations are in the third year and the renovations to the south garage should be complete by the end of July; the contractors will then move to the north garage. This should be the final year for interior renovations and repairs and the fourth year will deal mostly with the facades of the garages.
- ***ALCOSAN wet weather plan:*** This is ongoing item.
- ***Storm sewer system:*** The storm water fund was implemented in 2011; in 2014 approximately \$1.4 million in infrastructure improvements were completed.
- ***Promote sustainability and recycling within the community:*** Recycling containers have been provided in parks.
- ***Outreach to businesses on sustainability and recycling:*** The municipality is encouraging businesses to increase recycling and has provided materials, guides, and recycling receptacles in the business districts.

- ***Pay-as-you-throw:*** Consider implementing recommendations developed by Nestor Recourses with the Environmental Sustainability Board and the public works director. In 2014 the municipality had a record year for reducing solid waste tonnage and increasing recycling tonnage. Municipal staff have been instructed by the Commission to continue looking into the pay-as-you-throw program.
- ***Prioritize renovations for new recreation facilities:*** The swim center was completed in June 2014 and has been very successful.
- ***Athletic field needs in the community:*** Installation of field turf on Wildcat and Middle fields will be completed in July 2015, which should allow for additional play time.
- ***Swimming pool upgrades:*** Have been completed. The following improvements were funded for 2014: a new Zamboni; structural repairs to the platform tennis courts; studio rink dehumidification is being installed in 2015; a new golf course trim mower was also purchased.
- ***Ice rink improvements:*** The Commission approved a new Zamboni in 2014 which is now in operation; however, the rink flooring was not funded.
- ***Working with the Mt. Lebanon Partnership to determine its role in the community:*** The municipality works closely with the partnership to promote the community in the region, but also support business retention goals. The partnership will be involved with a strategic plan for the Uptown Central Business District.
- ***Evaluation of user fees within municipal functions.*** This is an ongoing item.

Ms Seiber suggested making field construction at Robb Hollow and Cedar Boulevard, and McNeilly Road priority items. She would also like to see priority for lighting in the Uptown business district.

CITIZEN COMMENTS

Bill Lewis, 816 Ridgeview Drive, asked if there would be substantial changes to the SALDO.

Mr. McGill said he keeps a running list of items that need to be addressed for both the SALDO and the ZO.

Mr. Lewis asked if there will be changes to the ZO.

Mr. McGill said when issues regarding the ZO need to be brought to the board's attention those are presented by municipal staff and both ZO and SALDO are considered. Any proposed changes are required to be presented to the planning board for a recommendation.

Mr. Lewis asked if the proposed strategic plan would be only for the Uptown business district. He stated that 20 years ago the Chan Krieger plan was for more than the central business district. He questioned why the proposed strategic plan wouldn't take that same course.

Mr. McGill said they were limited by the scope and budget provided by the commission.

Mr. Pope said he would like to see the Washington Road business district sidewalks given priority. He asked how the grant works, and if it would affect the sidewalk reconstruction if the municipality does not get the grant.

Mr. McGill said an application for grant funding for this particular project has not yet been made. He said that if they determine this is a priority item, then they would look for matching funds from various sources. If funds are successfully obtained then the municipality would be required to set aside matching funds. If application for funds is made they would not be allocated until late in 2016 and the project would be carried over to 2017.

Mr. Pittman asked for clarification regarding the house that was demolished on the corner of Cedar Boulevard and Gilkeson Road and if it's included in the public works facilities master plan.

Mr. McGill said this was a separate parcel and is not included in the public works facilities master plan.

Mr. Deiseroth indicated this area is now part of Robb Hollow Park.

Mr. McGill said the intent would be to give the public works flexibility especially with ingress and egress, but it will not be included in the public works master plan for establishing new facilities.

Mr. McGill asked for clarification, and the board members agreed, to include the request for lighting along with the updates to the sidewalk program for the Uptown Business District.

Mr. Sabeh said he would also like to see the municipal planters addressed with the sidewalks or in the business district strategic plan. He would like to see the process with the historic preservation board be included with any zoning modifications and updates.

Mr. McGill agreed there needs to be coordination with the historic preservation board in conjunction with the current planning design guidelines and any proposed changes to the ZO.

Mr. Pittman asked if there was a way to reuse bricks from streets that are being paved.

Mr. McGill said PennDOT is doing a study to develop a brick street plan specifically for Mt. Lebanon. The municipality does try to preserve and reuse bricks on brick streets, but it can come down to cost, useful life and bricks that are manufactured today are less durable than previous bricks. The municipality does stock pile bricks from other streets and uses those to repair brick streets. Castle Shannon Boulevard is a state road and therefore it was up to PennDOT as to what happens with those bricks.

Mr. Deiseroth said the municipality does use stockpiled bricks for repair. The brick streets are actively repaired and this is part of the normal public works maintenance.

Mr. Pope moved and Ms. Seiber seconded to provide the annual update on the Comprehensive Plan to the Commission. The motion carried unanimously.

Next Meeting - The next regularly scheduled meeting of the Mt. Lebanon Planning Board is **Tuesday, July 28, 2015**, at 7:00 p.m.

Adjournment

The meeting was adjourned at 7:58 p.m.