

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

DATE: Tuesday, July 25, 2017

TIME: 7 p.m.

PLACE: Mt. Lebanon Municipality – Commission Chambers

BOARD MEMBERS PRESENT: Rick Sabeh, Matthew Simonds, James Cannon, Sr., Dennis Pittman

STAFF MEMBERS PRESENT: Municipal Planner Ian McMeans

1. Minutes

Minutes of the May 23, 2017, Planning Board meeting. Mr. Cannon moved and Mr. Pittman seconded to approve the May 23, 2017, Planning Board minutes. The motion carried unanimously.

Old Business

a. None

New Business

a. 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 decisions.

Mr. McMeans gave a presentation summarizing some of the objectives for the plan and the progress made on those objectives.

New Items in 2017

1) Evaluate existing zoning, land development, building, and maintenance codes. The planning board recommended, and the commission approved, a 52-item update to the zoning ordinance to clean up a lot of old provisions that took approximately four years to complete. Work is being done on smaller research topics, as well as reviewing the Subdivision and Land Development Ordinance for further updates.

Mr. Sabeh asked if the Central Business District items would be included in that research.

- Mr. McMeans said that item is an individual item being worked on and should be completed in 2018.
- 2) Vitalize our business districts by creating a strategic plan for Uptown and Beverly Road. A Beverly Road comprehensive plan was completed a few years ago, and the Uptown Strategic Plan was completed in 2016. A parking study for Beverly Road was completed in 2017, and a design process for the uptown public space improvements will be discussed in the CIP portion of this presentation.
 - 3) Complete the renovation/repairs of the north and south garages. This project is nearly completed. There was façade and interior work on both garages that are ongoing projects, but both garages are open fully functioning.
 - 4) Participate in the ALCOSAN Wet Weather Plan and allocate appropriate funds for municipality-wide improvements. There continues to be annual allocation of funds for sanitary and storm sewers in the CIP. The municipality continues to participate in wet weather focus groups, ALCOSAN programs and preparing for the next MS4 permit to be issued through the state, and pending watershed level projects. The grant application submitted through ALCOSAN was not funded. We also partnered with the sustainable community development course at the Heinz College of Carnegie Mellon to conduct a green infrastructure assessment. The Environmental Sustainability Board received the report at their July meeting.
 - 5) Prioritize renovations and new construction of recreation facilities. The big item was the repair of the ice rink. The subsurface re-heating system failed creating approximately nine feet of permafrost build-up underneath the ice rink. Repairs to the ice rink include: a complete interior repair, reconstruction of the underground re-heating and cooling system, new flooring throughout the facility, painting, and refurbishing dasher boards. This project is on schedule and on budget. When the rink was first built the main header pipe that came out of the coolant area ran under the bleachers – cooling the bleachers instead of the ice rink. That is corrected with the main header pipe running down the center of the ice rink and the cooling lines will run off it.
 - 6) Improvements to Williamsburg Park were funded and renovations should be starting soon. Additionally, some of the unassigned fund balance will be used for lighting around the park and the basketball courts.

2018 Capital Projects

- 1) Public Works Facility Upgrades. The public works facility upgrades will fulfill the recommendations of the master plan. The commission issued a bond in 2017 to finance the project, and an architect and construction manager are under contract. The design development phase is underway and may come before the planning board in August or September. This will be a lengthy project because the current site will be in use while the new facility is under construction.

- 2) Washington Road Public Space Improvements. This is one of the largest items of the 2018 CIP requiring a complete overhaul of the streetscape on Washington Road. Design charrettes and public meetings were held, and more are scheduled, to consider everything in the public space from sidewalk materials, light poles, trees, planters, signage, and the stairwell that connects to the T-station. The initial estimate is approximately \$1.2 million. The municipality is actively seeking grant opportunities to finance the project, including conversations at the county and state levels.

Mr. Pittman asked if there is interest in building about the T-station.

Mr. McMeans said the municipality owns the air rights above the T-station, but based on the 2013 study, the economic development council does not recommend seeking a developer for the transit-oriented development, at this time. CONNECT, a local organization involving Pittsburgh and surrounding municipalities, was awarded a \$200,000 grant to study transit-oriented developments, specifically around the T and busways. Mt. Lebanon is eligible to participate in that study. Developments in Castle Shannon and Dormont are underway, but Mt. Lebanon's area is more difficult to develop because of the location.

Mr. Pittman asked if the Castle Shannon project is underway.

Mr. McMeans said Castle Shannon has requested from Mt. Lebanon a memo of understanding regarding a traffic study and signalization at the proposed intersections.

Mr. Pittman asked if the municipality would be responsible for the traffic signals in that area.

Mr. McMeans some of the signalized intersections, such as Anawanda and Castle Shannon Boulevard, belong to Mt. Lebanon. Therefore, any timing issues at intersections will be the responsibility of the municipality.

Mr. Pittman asked about if there are any residential development proposed near the T.

Mr. McMeans said Shady Grove received recommendation for final approval from the planning board, but final drawings and monies have not been submitted to the commission.

- 3) Traffic Signal Upgrades. Mt. Lebanon was awarded three grants from PennDOT, totaling approximately \$950,000, for traffic signal upgrades at Castle Shannon/Anawanda, Bower Hill/Kelso, and 30 other intersections.

Ongoing Objectives

- 1) Explore grant opportunities. The municipality continues to look at grants such as the SMART mobility challenge through CMU, \$200-300,000 to collaborate on real-world project research such as traffic signal timings and smart traffic lights, which adjust timing based on current traffic patterns.

- 2) Optimizing joint municipal/school programming. This continues through the recreation department, and will be part of the public works project, constructing a freestanding shooting range benefitting both the police department and the school district. The current shooting range is not long enough for annual qualification of police officers, who must then travel to either Washington County or the police academy in order to qualify. This would allow for collaboration with the school district to allow their rifle teams to use the range, and possibly other municipalities and school districts.
- 3) Maintain street infrastructure at an “acceptable” OCI level. Street reconstruction projects continue every year through the CIP, with \$2.1 million allocated. In 2017, the commission used an unassigned fund to add a street for reconstruction.
- 4) Improve municipal storm sewer system. Work continues on storm and sanitary sewers with the MS4 application for 2018, which will start in 2019. It is anticipated that there will be stricter standards applied to this permit regarding sedimentation control and pollutant reduction. The commission received the plan for review, and then will submit it to the Department of Environmental Protection for their review before it is adopted. This may take a while since all 83 municipalities must have their own pollutant reduction plans that the DEP will need to review.
- 5) Promote sustainability and recycling. A comprehensive cost analysis on a “pay as you throw” program was completed in preparation for a new 2019 contract of waste collection, but the commission decided to stay with the current solid waste collection. Based on the commission’s desire to promote recycling, mtl magazine published tips to increase household sustainability and recycling, in each month, as well as other social media venues.

Mr. Simonds asked if commercial businesses are required to recycle.

Mr. McMeans said they are required, but mandated through the state, and not part of the municipal collection. During an audit of current solid waste collection procedures, approximately 1,100 units should not be receiving collection through the municipality, but are. The solid waste ordinance does not clearly define residential vs. commercial. Other nearby communities define three dwelling units or fewer as residential, and anything over three as commercial. These findings were presented to the commission who decided to move forward with updating the ordinance. Two public meetings were held to receive feedback from the affected property owners on the proposed ordinance change. The Commission will move forward with changing the ordinance. Since this is not a zoning ordinance, it will not appear before the planning board. Mt. Lebanon’s recycling has increased by 25% from last year, in the first six months of 2017. The dumping fees, at this time in Western Pennsylvania, are too low and do not provide significant benefits to homeowners to encourage pay as you throw.

- 6) Work with Mt. Lebanon Partnership to implement Uptown Strategic Plan. This plan, completed in 2016, is moving forward with the Washington Road Public Space Improvement project.

- 7) Annual evaluation of user fees. The municipality compares its fees with surrounding municipalities each year.

Mr. Simonds moved and Mr. Cannon seconded to provide the annual update on the Comprehensive Plan to the Commission. The motion carried unanimously.

Citizen Comments

There were no citizen comments.

Next Meeting - The next regularly scheduled meeting of the Mt. Lebanon Planning Board is **Tuesday August 22, 2017**, at 7:00 p.m.

Adjournment

The meeting was adjourned at 7:37 p.m.