APPROVED

MUNICIPALITY OF MT. LEBANON
PLANNING BOARD MINUTES

DATE: Tuesday, September 15, 2026

TIME: 7 p.m.

PLACE: Mt. Lebanon Municipality – Commission Chambers

Zoom participants: If you wish to comment during public comment agenda items, use the raise hand function. During the public comment agenda item, the chair will recognize you. When recognized, be sure to un-mute your line and announce your name and address for the record. You will have five minutes to comment.

BOARD MEMBERS PRESENT: David Hornicak, John Schrott (President), Paul Ostergaard (Vice President), Matthew Clark *online*, Seth Davis *online*.

STAFF MEMBERS PRESENT: Municipal Planner Ian McMeans, Municipal Engineer Dan Deiseroth, Urban Planning and Sustainability Coordinator Greg Wharton, Commission Liaison Jeff Siegler (Absent)

Meeting Procedures: *The Pennsylvania Office of Open Records has advised that to ensure continued compliance with the Sunshine Act, the procedures for online meetings should be stated at the beginning of the meeting. Virtual attendees who wish to make a comment can use the raise hand function.*

Meeting Minutes

Approval of minutes from August 18, 2026 meeting. Paul Ostergaard moved, and David Hornicak seconded to approve the minutes of August 18, 2026, Planning Board meeting. The motion passed 5-0.

Old Business

a. Request for preliminary approval and recommendation for final approval of a site plan. King Crust / Treats and Beans is situated at 1105 Bower Hill Rd, in the C-1 Zoning District. The owner is requesting a partial change in the use of the first floor of the building for a kitchen production area. In 2017, this property was granted approval for a site plan, with the condition that any change in the usage and square footage of the building required a new approval.

Brian Pagnotta, Pagnotta Estrada Architects, provided additional information based on the letter they received from Ian McMeans.

John Schrott asked about the status of the upstairs office.

Brian Pagnotta stated the office should remain in existing condition as an office for King Crust only.

Paul Ostergaard motioned to grant preliminary approval and to recommend final approval to the King Crust/ Treats and Beans site plan, conditioned upon the requirement that any change in use or occupant

of any area will be a violation of this approval and the Zoning Ordinance without a new application and inspection of the relevant area. Applicant agrees the Municipality may inspect the premises at reasonable times with notice to ensure compliance. Seth Davis seconded the motion and it passed 5-0.

Ian McMeans explained next steps.

Mr. Schrott stated the following two agenda items relate to the same proposed land development plan at 1240 Washington Road. The Board will discuss the agenda items together but take separate action on each.

b. Request for preliminary approval of a land development plan. The Unitarian Universalist Church of the South Hills, located at 1240 Washington Rd is proposing an expansion of the existing main building and the construction of a detached storage structure, as well as associated site improvements. The site is situated in the R-1 zoning district where Places of Worship is a conditional use, therefore a conditional use application has been submitted concurrently.
c. Request for recommendation for approval of an amended conditional use plan. The Unitarian Universalist Church of the South Hills, located at 1240 Washington Road, has an existing conditional use plan for the current Place of Worship. The owner is requesting an amendment to the conditional use plan to accommodate the proposed expansion of the existing building, construction of a storage structure, and other site improvements.

Greg Gorman, PEVDI, Civil Engineer, summarized the project which improves the social hall, classrooms, kitchen renovations, and an accessory structure for a garage. He mentioned additional changes as follows:

- Adjustments were made to all proposed curbs to meet municipality standards. Site grading has been adjusted to create greater separation from abutting property lines, specifics to the grading operations relating to the fill slope have been added to the plan.
- The stormwater management plan: the proposed storm facility has been modified to eliminate the use of infiltration and have added an additional redundant overflow that will provide safest charge of overflow, in the event that the primary outfall becomes clogged. Additionally, they have identified the location of the QA drain, also associated with the fill operation.
- The landscaping plan: planting selections have been updated to ensure that all conform to the municipality's approved plant list. The location of temporary fencing around the existing mature trees to be installed and maintained throughout construction is now identified on the plan.
- He discussed the photometric plan that includes wall-mounted fixtures with no light spill over the property line.

Dan Dieseroth, Gateway Engineers, read his review letter.

Ian McMeans stated he did not receive any letters from residents on the plan. The project did go to the Resiliency Board and received a good review. They found it to be contextually in line with the historic nature and character of the building.

John Schrott asked if the Church approached the neighbors about parking.

Peg Hart, co-chair of the Planning and Design team for the Unitarian Universalist Church, stated that they have an agreement with Beverly Heights for use during the week for funerals for either church. Also mentioned that they do reinforce to the congregation about being respectful to the neighbors about parking.

John Schrott asked about parking restrictions.

Ian McMeans summarized administrative difficulties about restricting parking in the neighborhood. The feasibility of restricting parking on surrounding streets would be difficult to enforce.

Peg Hart stated that the point of this expansion project is to improve the quality of space for the people using it and that they have no expectation of increased traffic.

John Schrott asked if a letter was received from the County regarding the sanitary line and whether an easement agreement was needed.

Greg Gorman stated the county confirmed an O&M agreement was not needed in this scenario.

Paul Ostergaard stated he thinks the project protects the architectural heritage of both the site and the Washington Road corridor. Commends the design team for their thoughtful approach to the project.

Seth Davis echoed Paul's thoughts on the project.

David Hornicak requested attention be paid to how the keyway drains interact with the sanitary lines that run in on the hillside.

Ian McMeans mentioned that applicant spoke about not expecting increased traffic to the site and recommends conditional use decision include requirement to limit events on site to one at a time.

Paul Ostergaard motioned to grant preliminary approval for the Unitarian Universalist Church Land Development Plan conditioned upon the owner and applicant addressing the items noted in the engineer's review letter dated September 9, 2026, the Commission approving the amendment to the conditional use plan, and any other comments from the Planning Board. David Hornicak seconded the motion: it passed 5-0.

Paul Ostergaard motioned to recommend approval of the amended Conditional Use plan for the Unitarian Universalist Church, conditioned upon the Commission granting approval to the associated Land Development Plan and any other comments from the Planning Board, and that while services are being held, no other events can occur on the property due to the approved parking counts being based on sanctuary seating. David Hornicak seconded the motion: it passed unanimously.

Ian McMeans summarized the next steps.

New Business

a. Request for preliminary approval of a land development plan. 301 Cochran Rd LLC is proposing a redevelopment located at 301 Cochran Rd for a future Veterinarian Clinic. The proposed plan will include a building expansion and site improvements such as new asphalt parking, curbing, sidewalks, and stormwater management facilities. The site is situated in the C-2 Commercial District where Animal Hospitals are a Use By Right.

Lauren Clarke, Bohler Engineering, site civil engineer, summarized their land development plans. The existing building will remain with façade treatments, portico will be taken down, 1091 sq. ft. addition will be added to the rear of the building, upgrades and formalization of the parking lot will occur. The use requires 12 parking spaces and they are providing 17. They have engaged Wooster Engineering for traffic engineering. They plan on eliminating the means of egress to the site, keeping the access point further back on Cochran, which will be reduced to the right-in right-out only. They want to include an access point onto Academy Ave., reducing impervious area by 25%. They are asking for a waiver on landscaping for 16-707.1 (Shade Trees within the Right-of-way) and 16-816.1.3 (Shade Trees within 20' of curb line). There are existing utilities in the ROW both underground (water) and above ground (utility lines) making planting shade trees challenging. They are relocating the required trees elsewhere on the site. Act 2 Remediation of gas tanks was done by the previous owner.

Dan Dieseroth read the engineer's letter, noting that the plan shows Academy Ave. as a public street, which it is not. It was never dedicated to or accepted by the municipality. Academy Ave is a Right-of-Way as shown on the original plat plan. The developer should provide evidence of ability to connect to the ROW on Academy. The letter also included comments from the Traffic Engineer.

Lauren Clarke asked if they would need a variance for the addition if the property to the north was a street.

Ian McMeans explained the engineer's comment, that they should get an opinion letter from the land use or real estate attorney on the status and their ability to connect to Academy.

Lauren Clarke asked if they needed to wait until the HOP permit is in hand before Final Approval to be considered.

Ian McMeans explained they could get conditional approval and still move on to next steps.

Lauren Clarke summarized architectural renderings and elevations for the building.

Paul Ostergaard asked what the plans were for the dumpsters and waste.

Lauren Clarke said the dumpsters would be in an open space next to the building addition near Academy. They still need to run truck turning templates.

John Schrott asked if there would be medical waste.

Vee Hightower, property owner, said they can find out from business owner.

John Schrott asked about mechanicals.

Lauren Clarke stated that there is an existing mechanical room on the back side of the building connecting into.

John Schrott asked if this is just a clinic or if there will be boarding.

Lauren Clarke said they are just a clinic; there will be no boarding.

David Hornicak asked if animals will be euthanized or cremations done on site.

Vee Hightower stated they did not believe so.

Paul Ostergaard asked about left turns in and out of the site and on Academy.

Dan Deiseroth said left turns are not allowed from the site driveway but are allowed currently from Academy.

Seth Davis mentioned there is an existing left turn lane on Cochran Road which makes for easier movement. He would like to see an ADA curb ramp and striping for the new curb cut.

Lauren Clarke said the current sidewalk is all flush and they can add some textured stripes.

John Schrott asked if there is any way to make the planting strip wider?

Lauren Clarke said the width of the drive aisle is a constraining factor and having handicap-accessible sidewalks in front of the building restricts the ability to widen the landscaping strip. They asked PennDOT if instead of tearing up the curb, if they could block turns with landscaping. PennDOT found that acceptable.

Dan Dieseroth asked about irrigation in the landscaping strip.

Lauren Clarke said there are no plants to irrigate it.

David Hornicak stated that it was deep excavation at the manhole and suggested adding detail on the plans regarding the drain.

John Schrott suggested that they may want to consider using grass in the two-foot strip as plants may struggle to survive.

Lauren Clarke said they would look into it.

Paul Ostergaard motioned to grant preliminary approval for the land development plan at 301 Cochran Rd, conditioned upon the owner and applicant addressing items noted in the Engineer's Review Letter dated September 10, 2026, and any comments from the Planning Board. Matthew Clark seconded the motion, and it passed unanimously.

Ian McMeans summarized the next steps.

b. Request for preliminary approval of a land development plan. CE Acquisitions is proposing a 12,225 sq ft commercial retail building on the existing site located at 1701 Cochran Rd. The site consists of an existing bank building with site amenities, whereas the proposed project will provide 34 new parking spaces, gravity block retaining wall and ADA accessible pathways throughout the site. The site is located in the C-1 Commercial District where Retail Sales and Service is a Use By Right.

Craig Cozza from CE Acquisitions, came to the Planning Board ten years ago when purchased former PNC Bank, renovated existing building and brought in Citizen's Bank. The project had prior site plan approval for a two-story building, which has been revised to request a one-story building. The prior project had PennDOT approvals, the site work is in place, the building pad is ready to go, and the building has been modified slightly. The building was 11,500 square feet and now is 12,370 square feet. They have cut the whole top floor off the building. They need 25 parking spaces for retail; they are providing 34 spaces. Left edge of the building has changed because stairway to upper story was removed. Walkway across the rear for tenant access. Curb cuts are in place. PennDOT approvals are in place. Storms and utilities are in place. Will be adding some landscaping to the site. On the building elevations, there will be brick to match the existing bank building, with steel and glass. They do not have tenants yet for the retail spaces.

Dario McPhee, Indovina Associates Architects, stated the sloped roof towards the rear of the building is 22'11" of elevation at the front. The rear of the building has a retaining wall and egress passageway.

Paul Ostergaard asked how far back the roof sloped.

Dario McPhee said it draws out about 6 feet with 7 to 8 feet in depth.

Craig Cozza said they have about 2 feet of ceiling insulation. So about 20’ high ceilings in the front of the building and about 14’ in the back. He stated the building is built back into the hillside as well.

Dan Deiseroth read Engineer's letter. Civil engineering plans need to be revised to show new building footprints. Conflicting parking requirements are on the plans, they need to have a parking lot lighting plan, and an existing conditions survey should be submitted. The submission need certification of available service from applicable utilities, and needs verification that stormwater system can handle the revised plan. Accessible routes between handicapped parking spaces on both buildings need to meet accessible grade requirements. The site was previously reviewed for traffic and granted an HOP, the recommendation at that time was a Traffic Impact Study would not be required unless there was a significant increase in the intensity of use provided at the site.

John Schrott asked how mechanicals are addressed.

Craig Cozza said the mechanicals will be sitting on the hillside behind the building, screened from houses in the rear.

John Schrott stated the mechanicals are not shown on plans. He asked how the building is being serviced and how trash is managed.

Craig Cozza said the dumpster pad over by bank will be shared by the whole site.

John Schrott asked if there was there a landscape plan.

Craig Cozza said the existing landscaping from the original plan is to remain.

John Schrott asked if there is an elevation difference between the Citizen's building and proposed building.

Craig Cozza stated there was, which was one of Gateway's comments that they are going to address, to show that it is ADA compliant, they just need to mark it and show the paths.

Dario McPhee said there will be a painted path across the drive aisle and everything else is sidewalk

Dan Deiseroth asked if once the paving is complete, if they are going to delineate some painted path.

Dario McPhee said there will be a painted path across the drive aisle.

David Hornicak asked if the proposed building will cut into the hillside and if there will be a retaining wall.

Craig Cozza said the walkway is internal to the building so the whole rear of the building is a retaining wall.

David Hornicak asked how the mechanicals on the hillside would drain.

Craig Cozza said there are drains behind the retaining wall.

David Hornicak stated the Board needs to see the site utilities on the plan and needs to see how it is all coordinated in the revised plans.

Paul Ostergaard suggested the wall retaining the hillside being separated from the building itself may be wise, loading the whole slope on the back of the building could create issues.

Craig Cozza said the structural engineer designed a heavy-duty concrete wall to support the mechanicals.

Paul Ostergaard reiterated that the developer has to provide for the mechanical systems on the slope somewhere and have access to it.

Craig Cozza said they have it figured out and will put it on paper. He asked with the elevation if it’s preferred if we didn’t have glass on second level of façade.

Paul Ostergaard said glass is fantastic and natural light is great. He would like to see a rendered elevation drawing.

David Hornicak asked about the distance between the far-right corner of the building and property line.

Dario McPhee stated the distance was five feet.

Paul Ostergaard motioned to table preliminary approval for the land development plan at 1701 Cochran Rd, to allow the applicant sufficient time to address comments in the Engineer's Review Letter dated September 10, 2026, and any comments from the Planning Board. David Hornicak seconded the motion. The motion passed unanimously.

Citizen Comments

There were no citizen's comments.

Next Meeting

The next regularly scheduled meeting of the Mt. Lebanon Planning Board is **Tuesday, October 20, 2026,** at 7:00 p.m. All municipal meetings now have a Zoom webinar component to enable residents to attend meetings either virtually or in person.

Adjournment

Paul Ostergaard moved and Matthew Clark seconded to adjourn the Planning Board meeting. The motion passed unanimously. The meeting adjourned at 8:20 p.m.