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TO: Mt. Lebanon Commission
FROM: Keith A. McGill, Municipal Manager
DATE: April 7, 2017
SUBJECT: Agenda – Regular Meeting – April 11, 2017 – 8 p.m.

Call to Order – Pledge of Allegiance to the Flag – Roll Call

- DB 1. Commission/Manager’s announcements:**
- Summary of discussion session topics (Manager McGill)
 - Manager’s announcements (Manager McGill)
 - Community highlights (Commission Acting Vice President McLean)

DB 2. Junior Commissioner Elizabeth Gladden comments.

DB 3. Citizens Comments.

KF 4. Consideration of the [minutes](#) from the Adjourned Meeting held March 27, 2017. -
approved

Recommended Action: Move to approve the minutes.

JB 5. Public hearing and consideration of Ordinance ([Bill No. 3-17](#)) clarifying the duties of the Library Board. - passed

The Administrative Code establishes and includes a description of the responsibilities given by the Commission to the Library Board.

The proposed ordinance would clarify the treatment of Library personnel, including that they are subject to all Municipal employment rules, regulations and policies.

This ordinance was introduced March 27, 2017.

Recommended Action:

DB	1. Conduct the public hearing.
JB	2. Move to enact Ordinance (Bill No. 3-17).

SM 6. Consideration of Ordinance ([Bill No. 4-17](#)) regarding Neighborhood Identification Signs. - passed

The proposed ordinance would amend Chapter XI of the Mt. Lebanon Code, entitled "Parks and Recreation," and Chapter XX of the Mt. Lebanon Code, entitled "Zoning," to define neighborhood identification signs and to permit them within traffic islands.

On February 28, 2017, the Planning Board recommended approval of the Ordinance.

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This ordinance was introduced on March 14, 2017, and the public hearing was held March 27, 2017.

Recommended Action: Move to enact Ordinance (Bill No. 4-17).

- KF 7. Introduction of Ordinance (Bill No. 5-17) to clarify and update a number of provisions in the Zoning Code.** - passed

The proposed ordinance would amend Chapter XX of the Mt Lebanon Code, entitled "Zoning," to clarify and update a number of provisions in the Zoning Code. The Ordinance includes amendments to uses, clarifications on side yards and setbacks, clarification of clauses relating to the Comprehensive Plan and Pennsylvania Department of Environmental Protection, the addition of requirements for medical marijuana and self-storage facilities, additional definitions, and an amendment to the provisions on methadone clinics.

On March 28, 2017, the Planning Board recommended approval of the Ordinance.

Recommended Action: KF 1. Introduce Ordinance (Bill No 5-17).
 DB 2. Set the public hearing for May 9, 2017.

- JB 8. Consideration of Resolution No. R-6-17 concerning a Gaming Economic Development Fund (GEDF) grant application.** - passed

This is a standard resolution accepting GEDF funds totaling \$500,000 for the Uptown Streetscape Project.

Recommended Action: Move to adopt Resolution No. R-6-17.

- SM 9. Consideration of Final Approval for the Hoffman-Ung-Lee Subdivision Plan.** - passed

The Planning Board reviewed this plan at its meeting on March 28, 2017. The Board voted in favor of a motion to grant preliminary approval and recommend final approval of the Uptown Place Consolidation Plan, subject to the Engineer's review comments in a letter dated March 13, 2017 and a letter from Allegheny County dated March 24, 2017. All engineering comments have been addressed.

The asphalt parking lot of 121 Mt Lebanon Boulevard encroaches onto the properties at 124 Rock Haven Lane and 128 Rock Haven Lane. The plan would divide the property at 124 Rock Haven Lane into two parcels with a section of 900.95 square feet to be acquired and consolidated with the property at 121 Mt Lebanon Boulevard. The plan would also divide the property at 128 Rock Haven Lane into two parcels with a section of 558.47 square feet to be acquired and consolidated with the property at 121 Mt Lebanon Boulevard.

Recommended Action: Move to grant final approval of the Hoffman-Ung-Lee Subdivision Plan.

- KF 10. Consideration of Final Approval for the Toner Plan Revision No. 2.** - tabled

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The Planning Board reviewed this plan at its meeting on January 24, 2017. The Board voted in favor of a motion to recommend final approval of the Toner Plan Revision No. 2, subject to the Engineer's review comments in a letter dated January 19, 2017. All engineering comments have been addressed.

The plan will subdivide Parcel B of the Toner Plan, currently identified as lot and block 97-F-185 into two lots.

Recommended Action: Move to grant final approval of the Toner Plan Revision No. 2.

SM 11. Consideration of Final Approval for the Senior Apartments of Mt. Lebanon Site Development Plan. - tabled

At its meeting on Tuesday February 28, 2017, the Planning Board voted in favor of a motion to recommend final approval for the Senior Apartments of Mt. Lebanon Site Development Plan.

The developer has requested a modification of Section 704.1 of the Subdivision and Land Development Ordinance not to install sidewalks for the development along McNeilly Road due to the fact that there are no other sidewalks on adjoining properties to provide a connection. The developer also has requested a modification to the Mt. Lebanon Code, Chapter XVI, Subdivision and Land Development, Appendix III Required Plant List, to allow for the planting of several Acer campestre and ornamental grasses not currently provided for on the list.

All engineering comments related to the application have been satisfied.

Senior Apartments of Mt. Lebanon, LP is requesting final approval of a land development plan to construct a 60-unit multi-family building with parking and associated infrastructure at 2904 Castlegate Avenue.

Recommended Action: Move to:

1. Grant the requested modification to Chapter XVI of the Mt. Lebanon Code, Subdivision and Land Development, Section 704 Sidewalks. Grant the requested waiver to Section 704.1 requiring that sidewalks be installed along all portions of a property abutting a street as recommended by the Municipal Engineer. The abutting properties do not have sidewalks.
2. Grant the requested modification to Chapter XVI of the Mt. Lebanon Code, Subdivision and Land Development, Appendix III Required Plant List to allow the planting of several Acer campestre and ornamental grasses not currently provided for on the list.
3. Grant final approval of the Senior Apartments of Mt. Lebanon Site Development Plan conditioned on the execution and approval of the required development agreement and conditioned upon receipt of the required amenities bond.

KF 12. Consideration of the execution of the Development Agreement between Senior Apartments of Mt. Lebanon, LP and Mt Lebanon for the Senior Apartments of Mt. Lebanon Site Development Plan. - tabled

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At tonight's meeting, the Mt. Lebanon Commission granted final approval for the Senior Apartments of Mt. Lebanon Site Development Plan.

One of the requirements for final approval is the development agreement that addresses such issues as posting of an amenities bond or letter of credit for the required public and private improvements, submission of a cash deposit, and any other provisions or conditions that may be required by the municipality.

Recommended Action: Move to authorize the proper municipal officials to execute the Development Agreement between Senior Apartments of Mt. Lebanon, LP and Mt. Lebanon for the Senior Apartments of Mt. Lebanon Site Development Plan.

JB 13. Consideration of Final Re-approval for the 1701 Cochran Land Development Plan. - passed

This is a request for re-approval for a land development plan.

CE-Acquisitions II, LP, is requesting re-approval of a land development plan for the property located at 1701 Cochran Road, to re-use an existing two-story brick commercial building and construct a new two-story commercial building on the same lot.

The plan received final approval from the Mt. Lebanon Commission, but the 90-day time limitation to record the plan expired before the plan was recorded. The applicant is requesting that the Commission reapprove and re-execute the land development plan so that it can be recorded.

Recommended Action: Move to grant re-approval of the 1701 Cochran Land Development Plan.

KF 14. Consideration of commencement of pension benefits. - passed

Mt. Lebanon sponsors three defined pension benefit plans for their employees: General Employees, Police and Firemen. The Commonwealth of Pennsylvania's Department of the Auditor General requires that all benefit commencements for the Police Pension Plan be approved by the Commission. It also recommends that all benefit commencements regardless of plan type be approved by the Commission.

The employees detailed below have requested benefit commencement commensurate with the terms of their respective pension plans.

Employee Name Title	Pension Plan Department	Benefit Start Date
Janet Zucharo Parking Enforcement Officer	General Employees Parking	4/1/2017

Recommended Action: Move to approve benefit commencement for Janet Zucharo.

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SM 15. Consideration for Award of a Contract for Design Services for Uptown Public Space Improvement. - passed

In March 2017, the municipality interviewed three design firms to assist with public input sessions and develop conceptual renderings for the Uptown Streetscape Project. Each firm has professional experience in public planning for public space improvement projects.

After consideration and discussion with the Design Committee, it is the recommendation of staff to the Mt. Lebanon Commission to award the contract for Design Services to Evolve. The total cost of the proposal is \$12,945. There was \$17,000 carried over from the 2016 budget that will be used to offset the cost of the contract.

Recommended Action: Move to authorize the proper officials to execute the contract with Evolve, in a form as reviewed and approved by the Manager and the Solicitor, in the amount of \$12,945.

DB 16. Adjournment.