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**TO:** Mt. Lebanon Commission  
**FROM:** Keith A. McGill, Municipal Manager  
**DATE:** October 20, 2017  
**SUBJECT:** Agenda – Adjourned Meeting – October 23, 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 Vice President Silverman)
- DB 2. Junior Commissioner Katherine Izzo comments.**
- DB 3. Citizens Comments.**
- SM 4. Consideration of the [minutes](#) from the Regular Meeting held October 10, 2017. - passed**
- Recommended Action:* Move to approve the minutes.
- SS 5. Public hearing on Ordinance ([Bill No. 12-17](#)) amending the Solid Waste Ordinance. – hearing held**
- The proposed ordinance would amend Chapter XIV of the Mt. Lebanon Code, entitled “Solid Waste,” to clarify certain provisions regarding residential and commercial uses.
- This ordinance was introduced September 25, 2017.
- Recommended Action:* Conduct the public hearing.
- SM 6. Introduction of Ordinance ([Bill No. 13-17](#)) amending the 2017 Budget for revenue and expenditures not anticipated in the 2017 Budget. - introduced**

The following adjustments are proposed:

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**General Fund**

Revenue:

Contributions for Platform Tennis Gas Service	\$	5,000
Reimbursements from contractors for Traffic Details		135,000
Use of Fund Balance		405,680
	<b>\$</b>	<b>545,680</b>

Expenditures:

Mt. Lebanon Park Basketball Court Improvements	\$	55,700
Parks Lighting System		88,000
Recreation Center Light Pole Replacement		147,520
Digital Video Security System		7,000
Concrete Sidewalk Repairs		10,000
Platform Tennis Court Gas Service		20,460
Tree Removal at Golf Course		22,000
Increased Police Traffic Details for State Road Projects		135,000
Transfer to Capital Projects Fund		60,000
	<b>\$</b>	<b>545,680</b>

**Capital Projects Fund**

Revenue:

Transfer from General Fund	\$	60,000
	<b>\$</b>	<b>60,000</b>

Expenditures:

Increase to Street Reconstruction Program	\$	60,000
	<b>\$</b>	<b>60,000</b>

- Recommended Action:
- SM 1. Introduce Ordinance (Bill No. 13-17).
  - DB 2. Set the public hearing for November 14, 2017.

**SS 7. Consideration of Resolution No. R-15-17 to apply for Community Development Block Grant funds through the South Hills Area Council of Governments. - passed**

A pre-application was prepared and provided to the South Hills Area Council of Governments for Community Development Block Grant Funds. The pre-application was for 50% funding of handicapped sidewalk construction to take place in 2018 in the amount of \$20,000.

Mt. Lebanon has successfully used this program over the past several years to address the installation of handicapped sidewalk ramps throughout the Municipality.

A requirement for submission of the formal Community Development Block Grant application is that the Commission adopts a standard resolution.

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*Recommended Action:* Move to adopt the standard concurring Resolution No. R-15-17 to make application for Community Development Block Grant funds for handicapped sidewalk reconstruction in the amount of \$20,000 for the year 2018.

SM 8. **Consideration of Resolution No. R-16-17 to apply for Community Development Block Grant funds through the South Hills Area Council of Governments for North Meadowcroft Basketball and Tennis Court ADA Improvements.** - *passed*

A pre-application was prepared and provided to the South Hills Area Council of Governments for Community Development Block Grant Funds. The pre-application was for the funding of an ADA Access Project to take place in 2018 in the amount of \$118,400. Mt. Lebanon had previously bid the project, but did not proceed with its completion in 2007. The project was reviewed again due to the availability of possible grant funding.

Mt. Lebanon has successfully used this program over the past several years to address the installation of handicapped sidewalk ramps throughout the Municipality.

A requirement for submission of the formal Community Development Block Grant application is that the Commission adopts a standard resolution.

*Recommended Action:* Move to adopt the standard concurring Resolution No. R-16-17 to make application for Community Development Block Grant funds for an ADA Access Project in the amount of \$118,400 for the year 2018.

SS 9. **Consideration of Final Approval for the 1105 Bower Hill Road Pizza Care site plan.** - *passed*

A request by Pizza Care, LLC for site plan approval to change the usage of the building at 1105 Bower Hill Road, as required by the original approval when the property was developed.

This application proposes to change the usage of the building from a retail bakery to a retail pizza parlor. This application proposes changes to the cooking equipment items in the basement, but does not propose any changes to the layout or square footage of the retail area or seating area on the first floor or to the office space and storage area on the second floor. The property is zoned C-1 Neighborhood Commercial District. Chapter XX of the Mt Lebanon Code, *Zoning*, Section 302.2 identifies “*Restaurants* operating between the hours of 6 a.m. and 11 p.m., including accessory outdoor seating/assembly areas but excluding *Drive-Thru* facilities” as a Use by Right in the C-1 District.

The Planning Board reviewed the application at their meeting on September 26, 2017 and recommended approval of the plan, conditioned on if the owner proposes a change in usage of any floor, the owner must apply for and obtain a revised site plan approval. All engineering comments related to this plan have been addressed.

*Recommended Action:* Move to grant final site plan approval of the property at 1105 Bower Hill Road for a "Pizza Care" retail business with seating conditioned upon the following usage for each floor of the building:

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Basement: cooking equipment, coolers and related equipment (production area)  
First Floor: retail area (234 S.F.), seating area (312 S.F.)  
Second Floor: company offices and storage area

If the owner proposes to change the usage of any floor, the owner must apply for and obtain a revised site plan approval.

**SM 10. Consideration of the expenditure list for September totaling \$3,279,706.06. - passed**

Recommended Action: Move to approve the expenditure list for September totaling \$3,279,706.06.

**SM 11. Departmental reports. - filed**

Recommended Action: Ask that the reports be received and filed.

**DB 12. Adjournment.**