

**TOWNSHIP OF O'HARA PLANNING COMMISSION
REGULAR MEETING MINUTES
JANUARY 15, 2018**

The Planning Commission met on January 15, 2018 in the Township Municipal Building, 325 Fox Chapel Road, at 7:30 p.m. for its regular meeting. The meeting was brought to order and preceded as outlined on the agenda.

Present: Edward Crates, Chair; Joseph Zgurzynski, Vice Chair; Bruce Gay, At-Large; Charles Bleil, At-Large;

Absent: Joseph Kelly, At-Large; Richard Citrin, At-Large

Staff: Charles W. Steinert, Jr., P.E., Township Engineer; Cathy Bubas, Recording Secretary

SUMMARY OF AGENDA ITEMS:

I. CALL TO ORDER

II. MOMENT OF SILENCE IN REMEMBRANCE OF JACK CLAUS

III. APPROVAL OF EXCUSED ABSENCES

IV. APPROVAL OF MEETING MINUTES

- A. November 20, 2017
- B. December 18, 2017

V. ELECTION OF OFFICERS

- A. Chairperson
- B. Vice-Chairperson
- C. Secretary
- D. Assistant Secretary

VI. NEW BUSINESS

- A. Li Lan An – Application for Minor Subdivision
- B. Shawn T. Flaherty/Chapel Harbor – Application for Minor Subdivision
- C. Freeport Retail – Application for Minor Land Development
- D. Fox Chapel Area School District / New Kerr Elementary School – Application for Final Land Development

E. 2016 and 2017 Annual Planning Commission Reports

VII. UPDATE ON PRIOR ACTIONS

A. 575 Epsilon – Application for Minor Land Development

Approved by Council as recommended by Planning Commission.

B. Sciulli Plan of Lots – Application for Minor Subdivision

Approved by Council as Recommended by Planning Commission.

VIII. OTHER BUSINESS

IX. ADJOURNMENT

I. Call to Order

Chairman Crates called the meeting to order at 7:30 p.m.

II. Moment of Silence in Remembrance of Jack Claus

Chairman Crates stated Jack Claus, a long-time member of the Planning Commission, had passed away and requested a moment of silence. He noted Jack would be missed.

III. Approval of Excused Absences

Mr. Kelly had notified members of the Planning Commission that he was caught in traffic due to road conditions and would not be able to attend the meeting. Mr. Citrin had contacted staff to inform Planning Commission that he had a personal commitment and was unable to attend the meeting. The consensus of Planning Commission was to excuse Mr. Kelly and Mr. Citrin.

IV. Approval of Meeting Minutes

A. November 20, 2017

Motion by Mr. Bleil to approve the minutes as presented was seconded by Mr. Gay and carried unanimously.

B. December 18, 2017

Motion by Mr. Gay to approve the minutes as presented was seconded by Mr. Bleil and carried unanimously.

V. Election of Officers

- A. Chair
- B. Vice Chair
- C. Secretary
- D. Assistant Secretary

Mr. Crates passed the gavel to Township Engineer Chuck Steinert, Jr.

Mr. Bleil motioned to retain the Chair and Vice Chair, appoint Mr. Gay as Secretary, and himself as Assistant Secretary. The motion was seconded and carried unanimously.

The Officers are as follows:

Chairperson	Ed Crates
Vice Chairperson	Joseph Zgurzynski
Secretary	Bruce Gay
Assistant Secretary	Chuck Bleil

VI. New Business

Chairman Crates noted meeting procedures.

A. Li Lan An – Application for Minor Subdivision

Mr. Steinert, Jr., P.E. explained the Zoning Hearing Board denied variance requests for reduced lot size and lot width based on facts presented and testimony. He believed the applicant intends to appeal the decision to Allegheny County Court of Common Pleas.

Motion by Vice Chair Zgurzynski to table action on the Minor Subdivision Plan.

Mr. Steinert, Jr., P.E. stated Planning Commission will need to render a recommendation in February for Council's consideration. Mr. Steinert, Jr., P.E. proceeded to read the Engineering Report which is attached to and made a permanent part of these minutes.

Mr. Steinert, Jr., P.E. further explained when the Plan was originally subdivided into two parcels, the County or previous owner consolidated them. He indicated Ms. An wants to sell the parcel, but half of the parcel may not be buildable.

Motion by Vice Chair Zgurzynski to recommend that Council deny the minor subdivision plan was seconded by Mr. Gay and carried unanimously.

B. Shawn T. Flaherty/Chapel Harbor – Application for Minor Subdivision

Mr. Steinert, Jr., P.E. read the Engineering Report which is attached to and made a permanent part of these minutes. No representative was in attendance, but David Hagar, Engineer for PVE, LLC was familiar with the history of the property. Mr. Hagar recalled the applicant built the house and put up an arbor without a permit, causing violations. The applicant also planted some landscaping without knowing the location of the property line, and it was suggested to move the lot line to accommodate the existing landscaping.

Vice Chair Zgurzynski questioned if a building permit was issued. Mr. Steinert, Jr., P.E. stated the wood trellis required a building permit and the Building Inspector would not have allowed the trellis to remain if a permit was not issued. He noted the first arbor was built over a Township sanitary sewer easement and agreement was entered with the property owner should the Township need access to the sewer line.

Motion by Vice Chair Zgurzynski to recommend that Council approve the Plan subject to verification of the issuance of a building permit, was seconded by Mr. Bleil and carried unanimously.

C. Freeport Retail – Application for Minor Land Development

Mr. Steinert, Jr., P.E. read the Engineering Report which is attached to and made a permanent part of these minutes. He recalled a meeting with the Township Manager and David Hagar. He noted the applicant has agreed to include a sidewalk along Alpha Drive from Freeport Road to the entrance of the facility. If sidewalks are extended further along Alpha Drive, the applicant will

be required to extend the sidewalk. Mr. Steinert, Jr., P.E. stated the Township will not collect tax revenue from the retail center and the applicant has agreed to pay a fee in lieu of, which has yet to be determined.

It was noted that the Plan had been submitted to the County for review; the property is located outside of RIDC, so RIDC covenants did not apply.

Mr. Steinert, Jr., P.E. explained when traveling north on Freeport Road, people would turn left onto Alpha Drive and right into the lot.

Mr. Steinert, Jr., P.E. noted the following conditions of approval:

1. An application for a grading permit shall be submitted to the Township prior to construction.
2. A Traffic Study is required for the Alpha Drive entrance and exit and shall be submitted to the Township for review and approval.
3. The Erosion and Sedimentation Control Plan shall be submitted to the Allegheny County Conservation District for review and approval.
4. The Developer shall retain ownership and ensure the operation and maintenance of the stormwater system. Maintenance responsibilities shall follow the Stormwater Maintenance Plan in the Post Construction Stormwater Management Plan and yearly inspection reports must be submitted to the Township Engineer.
5. Free-standing light standards shall not exceed twenty-five feet (25') in height.
6. In lieu of municipal property taxes, the developer shall offer a stipend to be determined, to the Township for the portion of the parking lot and Alpha Drive entrance and exit portions of the retail facility in perpetuity.
7. If sidewalks are extended along Alpha Drive in the future, the applicant will be required to extend the sidewalk up to the newly installed sidewalk along Alpha Drive.

Motion by Mr. Bleil to recommend that Council approve the Plan subject to the above stated seven (7) conditions, was seconded by Mr. Gay and carried unanimously.

- D. Fox Chapel Area School District / New Kerr Elementary School – Application for Final Land Development

Mr. Steinert, Jr., P.E. read the sections of the attached Engineering Report that had changed since the preliminary review. He also read the Zoning Review which is attached.

Vice Chair Zgurzynski inquired about adequate parking, which Mr. Steinert, Jr., P.E. stated the parking provided exceeds what is required. He also noted a grassy area for overflow parking was provided.

It was noted the following five conditions of approval remain:

1. Sharp cutoff luminaires shall be used on all fixtures and the fixture cut sheet shall be submitted for review and approval.
2. Additional descriptions of the recreational areas and full descriptions of any accessory structures that may be in the recreational areas shall be provide
3. An application for a grading permit shall be submitted prior to construction.
4. A copy of the NPDES Permit shall be submitted to the Township upon receipt.
5. The Fox Chapel Area School District has agreed to submit yearly stormwater inspection reports to the Township Engineer.

Motion by Mr. Gay to recommend that Council approve the Plan subject to the above-stated conditions, was seconded by Mr. Bleil and carried unanimously.

- E. 2016 and 2017 Annual Planning Commission Reports

Motion by Mr. Bleil to approve the subject Annual Planning Commission Reports as presented was seconded by Mr. Gay and carried unanimously.

VII. UPDATE ON PRIOR ACTIONS

Chairman Crates noted the following actions:

- A. 575 Epsilon – Application for Minor Land Development

Approved by Council as recommended by Planning Commission.

- B. Sciulli Plan of Lots – Application for Minor Subdivision

Approved by Council as Recommended by Planning Commission.

Mr. Steinert, Jr., P.E. stated the Township Solicitor revised the wording of the condition.

VIII. Other Business

Mr. Steinert, Jr., P.E. informed the Planning Commission that a group will need to get together to update the Long Range Comprehensive Plan.

Vice Chair Zgurzynski noted Saxonburg Boulevard was not salted in O'Hara Township, but the Indiana Township portion was clear. Mr. Steinert, Jr., P.E. stated Saxonburg Boulevard is a state road and Penn D.O.T. does not want to sufficiently pay the Township for plowing and salting.

IX. Adjournment

Motion by Mr. Gay to adjourn the meeting was seconded by Mr. Bleil and carried unanimously. The meeting adjourned at 7:46 p.m.

Bruce Gay, Secretary

Attachments: Sign-In Sheet(s)
Engineering Reports
Zoning Report