

MUNICIPALITY OF MONROEVILLE

COUNCIL WORK SESSION

MAY 4, 2017

MINUTES

The meeting was called to order immediately following the Citizen's Night Meeting by Mayor Greg Erosenko at 8:05 p.m.

ROLL CALL

The following were present: Mayor Erosenko, Linda Gaydos, Nick Gresock, Ron Harvey, Paul Caliari, Tom Wilson, Tim Little, Bob Wratcher, Josephine Rock, Paul Hugus and Paul Whealdon. Messrs. Johns and Sedlak were absent.

APPROVAL OF MINUTES

There were no questions or comments concerning the minutes of the Citizens' Night Meeting of April 4, 2017 and the Council Work Session of April 4, 2017. Mayor Erosenko reported council just received the minutes of the Regular Council Meeting of April 11, 2017 so they would be reviewed at the council meeting.

LIST OF BILLS, BUDGET TRANSFERS AND PAYROLL

Council then considered the List of Bills in the amount of \$2,151,317.70, Budget Transfers and Payroll in the amount of \$879,462.69. There were no comments at this time.

CONSENT AGENDA

NEW BUSINESS

SITE PLAN 16-5-ST

VASA ENTERPRISES

The applicant is requesting site plan approval to construct a 15,000 square foot building for retail shops, rental hall and associated site amenities. The property is located at 4678 Old William Penn Highway in the C-2, Business/Commercial Zoning District.

Mr. Whealdon gave a brief overview of the request. He reported the applicant is proposing a two-story building with four retail spaces on the bottom and a 90-person occupancy rental space on the top. He stated the parking is divided between two levels and there is a loop road access; and storm water is controlled in an underground detention facility and discharged into the stream. He pointed out Old William Penn Highway and the historic bridge and explained there is a distance of over 200 feet from the proposed building. He added the applicant has provided elevations and a floor plan. He stated the overall square footage is 7,500 square feet and he reviewed the second floor rental hall area.

Mr. Harvey questioned whether the rental hall was on the second floor and Mr. Whealdon answered affirmatively. Mrs. Gaydos inquired about the occupancy and Mr. Whealdon answered the planning commission limited it to 90 people. Further discussion ensued concerning the number of tables and the number of seats at each table. Dr. Gresock questioned what the first floor would be used for and Mr. Whealdon answered retail spaces. He explained there are four retail spaces and a mechanical room. Mr. Harvey inquired about the paper street and Mr. Whealdon pointed it out. Mr. Caliri questioned the number of parking spots and Mr. Whealdon answered 65. Mr. Harvey inquired about the elevation and how high it is located off of Old William Penn Highway. He questioned whether a patron would have to drive up a hill to get to it and Mr. Whealdon answered affirmatively. He explained there is six feet of elevation change from the road to the first parking lot. Dr. Gresock inquired whether they are moving any earth and Mr. Whealdon answered affirmatively.

Further discussion ensued regarding the occupancy. Mrs. Gaydos pointed out the table layout shows 84 spots and the 90 would have to include the kitchen staff or anyone shopping. Mr. Harvey questioned whether the 90 person capacity included the staff and Mr. Whealdon answered affirmatively. He explained the parking ratio established for the rental hall is one parking space per three seats. Mr. Hugus reported the ordinance includes a table that has use groups and the ratio of parking for each use group. He stated the first floor of 7,500 square feet is required to have one parking space for every 200 square foot of retail. He explained the problem with the social hall is that the ordinance does not address a banquet hall or social hall so they contacted the traffic engineer who used the formula they would use to determine the number of parking spaces that would be needed per person in a social hall. He stated they recommended having one parking space for every three people. He added the original plan reflected a much larger occupancy with a request for 95 parking spaces. He reported their request for a variance to the zoning hearing board was denied in January from 90 to 65 parking spaces so they submitted a new site plan showing an occupancy limit of 90 people in the banquet hall which shows the correct number of parking spaces.

Mrs. Gaydos inquired whether they reduced the size of the building and Mr. Hugus answered negatively. Further discussion ensued regarding the 90-person occupancy capacity. Mr. Hugus stated the planning commission stipulated that the applicant had to limit the occupancy to 90 people. He reported the planning commission was concerned with how it would be policed for the 90 people. Mr. Wilson questioned whether that included the retail space and Mr. Hugus answered the retail parking is calculated separately. Mr. Wilson inquired whether there are two separate parking areas and Mr. Hugus answered negatively. Further discussion ensued concerning the number of parking spaces. Mrs. Gaydos inquired about the sidewalks and Mr. Hugus answered the applicant has requested a sidewalk waiver. Mr. Harvey was concerned with enforcement if there is an overflow of parking. Mr. Hugus explained it would have to come under the zoning ordinance because it would be a violation of the site plan because it is a condition. Mrs. Gaydos inquired where the overflow of parking would park.

Mrs. Gaydos questioned whether there was fire protection in the building and Mr. Hugus answered affirmatively. Mrs. Gaydos inquired about the fire truck access and Mr. Hugus answered there is full circulation around the building.

Mr. Whealdon briefly reviewed the building elevations. Mr. Wratcher inquired whether the second floor, floor plan shows 7,500 square feet for the tables and chairs or the entire floor. Mr. Whealdon answered the entire second floor is 7,500 square feet. Mr. Wratcher questioned the square footage of the area for the table seating and Mr. Whealdon answered it is 40 by 75 feet or approximately 3,000 square feet.

Mr. Little inquired whether the historic site is located on a separate parcel and Mr. Whealdon answered affirmatively. Mr. Little clarified the only question with the site is the parking but everything else including the subdivision, land development, zoning ordinance, storm water, and traffic study meets all the requirements. Mr. Whealdon concurred except for the outstanding sidewalk waiver. Mr. Little inquired why the applicant is requesting a sidewalk waiver and Mr. Whealdon was uncertain. He briefly explained why they may have requested it. He pointed out the historic bridge and explained the steep slope comes down to the edge of the road as one goes up Old William Penn. Further discussion ensued regarding a neighboring home in the area. Mr. Hugus added it would be demolished. Mr. Whealdon stated the area of the proposed four-foot sidewalk is difficult because of the slope. He pointed out sidewalks could not be done at the end of the property because there is a guiderail at the end of the site that goes to the edge of the road.

Dr. Gresock inquired about the location of the entrance in relationship to the guardrail and Mr. Whealdon answered the proposed entrance is where the existing entrance for the existing driveway is located. Mrs. Gaydos felt there is enough space to install sidewalk and Mr. Whealdon suggested discussing it with the applicant.

Mr. Harvey inquired whether there were hours of operation for the social club and Mr. Hugus answered negatively. Mayor Erosenko could not understand why the sidewalks would not work and Mr. Whealdon explained a retaining wall would be necessary.

Mr. Wilson questioned whether they would have to have a liquor license and Mr. Hugus answered affirmatively if they sell alcohol. Mr. Caliri inquired where the sidewalk would lead to or come from and Mr. Whealdon answered it would not connect to anything. He stated it would just be a sidewalk on their frontage and there is no sidewalk above or below. Mr. Duncan pointed out there is one on the Giant Eagle property and Mr. Whealdon explained there would be a small gap where the historic bridge is located that would not be the applicant's property. He felt it would be very difficult to get a sidewalk in that area because of the guiderail.

Mr. Harvey inquired whether Old William Penn is posted No Parking and Mr. Hugus was uncertain because certain sections are but not all. Mr. Wilson questioned how the entrance would affect the flow of water in the creek and Mr. Hugus explained it has an underground storage tank and it will let less water in than currently because it would hold the water and let it out gradually. Mr. Wilson inquired whether the storage tank could overflow and flood the road and Mr. Hugus answered it is designed to municipal standards for all new developments.

6-5-ST
VASA ENTERPRISES
SIDEWALK MODIFICATION

The applicant is requesting a waiver of the sidewalk requirement to Site Plan Application No. 16-5-ST.

Mr. Little explained this is a modification similar to a variance which is granted by the zoning hearing board. He stated a modification modifies the subdivision land development regulations which council would grant.

MOTIONS

MOTION

A motion to accept the resignation of Beth Belasco from the Monroeville Finance Authority.

Mrs. Gaydos reported she is resigning because she is moving out of the area.

RESOLUTIONS

RESOLUTION

A resolution authorizing the refunding of Bond Series A and B of 2012 and the Bond Series of 2011.

Mr. Little reported this is to appoint Piper Jaffrey as the underwriter and Cohen and Grisby as the bond counsel.

RESOLUTION

A resolution authorizing the display of various event banners at the corner of the intersection of State Routes 22 and 48 within the right-of-way of property belonging to the Pennsylvania Department of Transportation.

Mr. Little reported this resolution emanates from last year when different events occurred in the community during the summer. He reported banners are placed at the corner of Routes 22 and 48 where the Allegheny County Conservation District has shrubbery and flowers. He stated PennDOT informed the municipality that they approve of it but they requested a resolution be approved to include all the names of the banners that will be placed there. Mr. Little referred to a resolution and indicated he is aware of four banners. He mentioned the upcoming event of Touch a Truck at the No. 4 Fire Hall sponsored by the Spectrum School, Monroeville Jazz Festival and Celebrate Monroeville. Mr. Caliari added North American Martyrs also has one. Mr. Little explained how this ties in with the discussion of signs on public property and he questioned whether Monroeville could approve this because it would place these signs on the PennDOT right-of-way. He questioned whether the municipality could place North American Martyr's on the resolution since they are a religious entity. Mr.

Wratcher inquired what they are advertising and Mr. Little answered their summer festival. Mr. Wratcher did not see a problem with it since it is a secular event. He mentioned another situation with a banner for St. Bernadette's.

RESOLUTION

A resolution authorizing the filing of an application for funds with the Redevelopment Authority of Allegheny County (RAAC) to apply for funds from the Active Allegheny Grant Program in the amount of \$49,040 for the proposed Monroeville Active Transportation Plan.

Mr. Little explained this resolution was not on the agenda for the weekend packet. He reported this would be for a grant that the municipality would have to hire a consultant to perform a study to develop plans and design transportation projects that will provide bicycle and pedestrian connections to important local destinations and transportation systems and increase the resident's opportunities for physical activity. He felt the municipality would have a good chance of getting the grant because Wilkins Township received a \$35,000 grant and Monroeville is currently working with them on a Joint Comprehensive Plan. It was the consensus of council to keep it on the agenda for approval.

ORDINANCES

ORDINANCE

An ordinance authorizing the incurring of non-electoral debt by the Municipality of Monroeville for the purposes of providing for the costs of various capital projects, refunding of prior bonds of the municipality and paying the costs of issuing the bonds.

Mr. Wratcher explained this is to refinance the 2012 Bonds, pay them off and recognize the savings.

REPORTS OF MUNICIPAL STAFF

MUNICIPAL ENGINEER

Mr. Hugus reported Councilman Johns received some calls concerning the functionality of the light at Route 22 and Elliott Road and the condition of Elliott Road. He explained he is reviewing the light issue and discussed the condition of the road with the manager.

MUNICIPAL MANAGER'S REPORT

CONDITIONAL USE HEARING DEFINITION

Mr. Little reported Councilman Wilson requested a definition of a conditional use hearing be provided for the public. He stated it is the right of council or any elected body in the Commonwealth of Pennsylvania to publically imply conditions on a development if it is required under the zoning ordinance for a conditional use. He added it is the same thing as a special exception for the zoning hearing board but the conditional use can be expressed explicitly in the zoning ordinance with several

provisions that provide for that condition. He mentioned how those provisions must be followed if a conditional use is granted for a land development. He stressed to council that there are implied reasonable conditions that can be imposed on a development if the development has a conditional use. He referred to the new Starbucks drive-through and how any drive-through is a conditional use and council can place reasonable conditions on it that are explained in the zoning ordinance. He gave a brief overview of reasonable conditions.

Mrs. Gaydos inquired whether something could be changed in the ordinance for anything that has a drive-through that could add a consistent item such as a by-pass lane. Mr. Little answered affirmatively and indicated it would have to be an amendment with advertising and a public hearing. Further discussion ensued. Mrs. Gaydos suggested it could be an amendment to the existing ordinance that a drive-through has to have a by-pass lane. Mr. Little answered it could be done. Further discussion ensued. Mr. Little indicated he would discuss it with the engineering department and report back to council.

ARBOR DAY POSTER CONTEST

Mr. Little reported the Parks and Recreation Department held an Arbor Day Poster Contest from the beginning of the year to April 10 and it was open to students Grades 3-5. He indicated a number of entries were received and there was a grand prize winner and two honorable mentions. He reported the grand prize winner is Salma Mukatar who received a flowering cherry tree for her yard and a soft sided lunch bag from the Arbor Day Foundation. He added the honorable mentions were Fourth Grader Dan Baker and Fifth Grader Ishon Sinha which both received soft sided lunch bags.

MAIN STREET NATIONAL CONFERENCE

Mr. Little reported the Main Street National Conference was held in Pittsburgh last week at the Wyndam Hotel. He explained how he received an email from the City Clerk, Mary Jackson, from Monroeville, Alabama who wanted to visit Monroeville, Pennsylvania. He reported he along with Mayor Erosenko met with her and Main Street Managers Verlinda Hardy from Georgia and Ann Maria Bryan. He stated he was presented with a gift of a Christmas Tree ornament from Monroeville, Alabama. He pointed out that Monroeville, Alabama is famous for where To Kill a Mocking Bird was filmed and that book was based on the life of the author Harper Lee. He reported he gave them tee-shirts and he was hopeful that they would be like a sister city to Monroeville, Pennsylvania.

REPORTS OF COUNCIL MEMBERS

SEVENTH WARD COUNCILMAN TOM WILSON

Mr. Wilson thanked all the volunteers who participated in the Jack Sedlak Clean Up Day on April 22, 2017. He reported even though it was chilly everyone had a good time. He thanked everyone for a great turn out.

THIRD WARD COUNCILMAN RON HARVEY

Mr. Harvey reminded all the residents that council encourages residents to come forward with any concern on any new development to council. He indicated the residents know their neighborhoods better than anyone and the municipality may have overlooked an issue. Again, he encouraged residents to come forward at any time to express their concerns.

Mr. Harvey reported he received a call from a resident concerned about the hiring of police officers and requested the chief give a report on the hiring process. Chief Cole reported the written test, the physical agility and the first round of interviews have been completed. He stated there are 38 individuals left and they have interviewed 17 of them and the rest will be interviewed on Tuesday. He was hopeful that the civil service commission will certify a list by the end of May then a background check, a polygraph and a medical/physical will be done. There was a brief discussion about how the dispatch receives 911 calls from Monroeville, Alabama.

SECOND WARD COUNCILMAN NICK GRESOCK

Dr. Gresock congratulated Salma Mukhtar and the runners up for winning the Arbor Day Poster Contest. He reported there would be a tree planting at Valley Park off of Abers Creek on May 13, 2017 from 9 a.m. to 12 noon sponsored by the Turtle Creek Water Shed Association and the Allegheny Water Shed Alliance. He added they are planting 200 trees and anyone interested should show up on May 13.

Dr. Gresock announced that the Monroeville Community Pool will open on May 27, 2017 and there will be reduced hours the first few weeks and the memberships are available through the Recreation and Parks Department.

Dr. Gresock reported the Summer Concert Series starts in June presented by the Monroeville Recreation Department and sponsored by UPMC East. He announced the first one is June 11, 2017 with Joe Grushecky and he was hopeful that other celebrities would attend.

Dr. Gresock encouraged council to pass the resolution for the active Allegheny Grant Program for pedestrian and bicycle studies which has been discussed in the Joint Comprehensive Plan Planning Committee with Wilkins and Churchill. He mentioned how this could branch out from the Heritage Trail going through at the bottom of Saunders Station Road running from the BY Park in Trafford through Monroeville into Duff Park and will be completed by the end of August. He reported the trail is currently closed and public works is working on a detention pond and paving the parking lot. He indicated they are moving quickly and it will be a great asset to the community. He reported next year it will extend from the BY Park through Monroeville up to Saltsburg 26 miles and he was hopeful that it would extend four more miles through Trafford and it can connect with the Great Allegheny Passage. He was hopeful that the active Allegheny Grant Program might assist in the connections to that trail.

FIRST WARD COUNCILWOMAN LINDA GAYDOS

Mrs. Gaydos congratulated her son and daughter-in-law on the birth of their second baby, Jacob Andrew, weighting 9 pound, 9 ounces. She also sent Happy Birthday wishes to her grandson, Cameron. She sent speedy recovery wishes to Chris from the Senior Center and Mrs. Sedlak.

Mrs. Gaydos reported to the people on Kelvington Drive concerning the lighting that a light will be installed around House No. 174 and it will take approximately four weeks to complete.

Mrs. Gaydos reported the Mellon Plan in Monroeville is celebrating its 100th Birthday this year. She mentioned that she along with the manager, the historic society and library have been researching the past of the area. She stated they have gathered information and the mayor would present a proclamation at the council meeting. She encouraged all the residents of Mellon Plan to attend the meeting on Tuesday. She suggested this is an amazing event for the community to celebrate and she encouraged everyone to bring stories or photographs.

Mrs. Gaydos reported the new equipment at the Senior Center has been installed and she invited everyone to come in to use it. She stated the \$500 Jackpot Bingo will be May 6, 2017 and June 3, 2017 with the games starting at 1 p.m. She announced the second Hoedown will be held on May 17, 2017 at 12 noon at \$6 per person and the deadline to purchase tickets is May 10. She mentioned there will be food and entertainment.

Mrs. Gaydos reported all the notifications have been sent to the summer employees and she welcomed them.

MAYOR GREG EROSENKO

Mayor Erosenko thanked all the residents for attending the meeting and he mentioned the grass cutting issue. He was hopeful that it could be done better. He also reported that there were over 600 people that attended the Jack Sedlak Clean Up Day and he felt the residents do care about the community. He thanked everyone that participated. He announced today is the National Day of Prayer and he encouraged everyone to reflect. He felt the country needs everyone's help.

Mayor Erosenko encouraged everyone to vote on Election Day, May 16, 2017. He explained how the local elected officials have the most immediate effect on the residents.

ADJOURNMENT

There being no further business to come before council at this time, Mr. Caliari duly made a motion to adjourn the meeting at 8:53 p.m. and Dr. Gresock seconded it. Upon a voice vote, the motion carried unanimously.

Respectfully submitted,

Timothy J. Little
Municipal Manager