

**Marshall Township
Planning Commission
525 Pleasant Hill Road
Wexford, PA 15090**

August 4, 2015 - 7:00 PM

Present:	Jeff Davison (via phone), Larry Payne, Ron Baling, Bob Edwards
Absent:	Kim Herbert, Elaine Hatfield, Todd Shaffer
Planning Director/ Zoning Officer:	Nicole Zimsky (not present)
Engineer:	Art Gazdik
Secretary:	Sandy Bauer
Solicitor:	Blaine Lucas (not present)
Others:	

Mr. Baling called the meeting to order at 7:06 p.m.

MINUTES

Approval of the June 2, 2015 Meeting Minutes.

Mr. Edwards requested that the term, "Mr. Hatfield" which appears twice, be changed to "Ms. Hatfield".

Mr. Edwards moved to approve the Minutes as amended. Mr. Baling seconded the motion. Mr. Davison abstained. The motion was carried.

PLAN(S)

- ❖ MSP Parking Lot Expansion; SP(LD) 15-08; 502 Keystone Drive, plans dated 5/18/2015; **deadline: 11/02/2015**

John Cenkner of Cenkner Engineering, Inc. represented Mailing Services of Pittsburgh and presented the plan. The plan will add 60 spaces to accommodate 112 new employees at MSP. His is currently waiting for Conservation District approval. The plan involves construction of a parking lot on right hand side of the existing building as viewed from Keystone Dr. There will be

some grading in the existing stormwater management area, however, there will be no additions to the discharge structure. Mr. Baling questioned Mr. Cenkner about landscaped areas. Mr. Payne questioned Mr. Cenkner regarding ADA specifications. Mr. Baling noted that the landscaping needs to be upgraded in terms of the location, dimension and types of vegetation installed. Mr. Gazdik stated that the plan is compliant and that he has been working with MSP. Mr. Baling stated that the sidewalk is a gravel path. He questioned whether or not it was acceptable. Mr. Gazdik answered that because it is consistent throughout the area, it is compliant. Mr. Payne asked questions regarding the trash enclosure and capacity.

Mr. Gazdik read Ms. Zimsky's comment letter.

I. **SP(LD) 15-08: MSP Parking Lot Expansion – Land Development Plan:**

This plan proposes a 54 space parking lot expansion at the MSP Facility at 502 Keystone Drive. The proposed development is located in the Planned Industrial Park (PIP) zoning district.

II. **Subdivision Review Comments**

1. **Section 174-205.B.3.** The name of the owner(s) of adjacent properties, the location of structures on adjacent properties, and the nature of use of these properties.

COMMENT: Please add this information, for all of the adjoining properties, to the plans.

2. **Section 174-205.B.8.** A site location map which shall be taken from the Zoning Map, drawn at a scale of one (1) inch equals twelve hundred (1,200) feet, to include the location of the proposed land development in relation to Township boundaries, public streets, adjacent zoning districts and all properties adjoining the property being developed.

COMMENT: Please add the zoning map as the location map.

3. **Section 174-205.B.9.(a).** Property lines with bearings and distances shown for the site and adjacent properties.

COMMENT: Please add this information to Sheet 4, Site Plan.

4. **Section 174-205.B.9.(b).** Zoning district for the site and adjacent properties.

COMMENT: Please add this information to Sheet 4, Site Plan

5. **Section 174-205.B.9.(r).** Identification of soil series as shown in the SOIL of the COUNTY, with the soil limit lines plotted on the base map.

COMMENT: Please show this information on the plans.

6. **Section 174-205.B.9.(s).** Location, width, bearings and purpose of existing and proposed easements and utility rights-of-way.

COMMENT: Please provide this information to the plans.

7. **Section 174-205.B.10.** A list of relevant permits, approvals or certificates required by Federal, State, County, or local governmental authorities.

COMMENT: Please add the list of relevant permits to the plans.

8. **Section 174-205.B.12.** Landscape Plan which indicates the location, dimensions and types of vegetation to be installed under the landscaping and bufferyard requirements of the zoning ordinance.

COMEMNT: Please provide a landscaping plan that meets the Township’s parking lot landscaping requirements.

III. **Additional Comments**

1. Please provide a detail for the parking lot lighting fixture. The zoning ordinance requires all fixture to be full cut-off.
2. Allegheny County does not require land development plans to be recorded. Please remove the recording information from the title sheet.

Mr. Gazdik read his comment letter.

General

1. The Developer shall address all outstanding comments contained in the Planning Director’s review letter(s).
2. Final locations of fire hydrants and any required fire lanes must be approved by the Township Fire Marshall, 174-503.H.

Grading (88)

3. There are proposed slopes of 2:1 (H:V). Where cut or fill slopes exceed 3:1 (H:V), a written statement from a registered professional engineer (Engineer) experienced in geotechnical engineering is required. The statement shall indicate the proposed grading has been reviewed, inspected and evaluated by the Engineer and that the slopes and retaining structures (if any) specified on the plans are stable and shall not result in increased risk or injury to persons or damage to property or receiving streams, as per 88-13 and 88-14.
4. A Grading Permit and Grading Permit Agreement, is required prior to proceeding with work, as per 88-17.

Subdivision and Land Development

5. Provide digital submittal of final approved plans, per 174-201.E.

Stormwater Management

6. A Stormwater Agreement for the site will be required, as per 165-107.4.

There was brief discussion of bonds.

Mr. Edwards made a motion to recommend approval conditioned upon staff comment letters. Mr. Payne seconded the motion. The motion was carried unanimously.

- ❖ Brush Creek Inn; SP(LD)15-09; 295 Northgate, plans dated 7/13/2015; **deadline: 11/02/2015**

Mr. John Cullen of Cullen and Associates represented Mr. Robert Cenci and presented the plan to expand the Brush Creek Inn parking lot. He explained that the aim of the project is to make aesthetic improvements with the proposed site work. There will be an 8 ft. planting buffer around the project. Mr. Cullen explained that there will be 2 outdoor eating areas in the front of the building. Mr. Payne questioned ADA compliance. Mr. Davison questioned where lot lines and/or lot numbers were shown on the plan. Mr. Cullen responded that they are not, however, he will add them. Mr. Davison stated that he would like to see the lots consolidated. Mr. Cullen agreed to pursue consolidation. Mr. Gazdik made a commitment to discuss consolidation with Ms. Zimsky. Further, Mr. Davison also questioned the bufferyard specifics in the plan as they relate to the Township requirements. He reiterated his desire to see the lots consolidated. Mr. Gazdik stated that this should be a condition of approval. Ms. Betty

Bender of 319 Northgate Dr. spoke before the Commission. She expressed her desire to see a hedge or fence installed to separate the property in question from her property.

Mr. Gazdik read Ms. Zimsky's comment letter.

I. SP(LD) 15-09: Brush Creek Inn Parking Lot Expansion – Land Development Plan:

This plan proposes a 38 space parking lot expansion at the Brush Creek Inn on Northgate Drive. The 38 space expansion includes 7 on-street parking spaces. The streetscape improvements will be completed at part of this project. The proposed development is located in the Town Center (TC) zoning district.

II. Subdivision Review Comments

9. **Section 174-205.B.3.** The name of the owner(s) of adjacent properties, the location of structures on adjacent properties, and the nature of use of these properties.

COMMENT: Please add this information to the plans.

10. **Section 174-205.B.5.** Graphic and written scale.

COMMENT: Please add a graphic scale to the plans.

11. **Section 174-205.B.9.(o).** The boundaries of any overlay zoning districts described in the zoning ordinance.

COMMENT: The property is located in both the Floodplain Overlay District and the Corridor Enhancement Overlay District. Please note this on the plans.

12. **Section 174-205.B.9.(r).** Identification of soil series as shown in the SOIL of the COUNTY, with the soil limit lines plotted on the base map.

COMMENT: Please show this information on the plans.

13. **Section 174-205.B.10.** A list of relevant permits, approvals or certificates required by Federal, State, County, or local governmental authorities.

COMMENT: Please add the list of relevant permits to the plans.

14. **Section 174-205.B.12.** Landscape Plan which indicates the location, dimensions and types of vegetation to be installed under the landscaping and bufferyard requirements of the zoning ordinance.

COMMENT: Please provide details as to the species of vegetation to be planted and the numbers of each type.

III. **Additional Comments**

- a. A detail for the parking lot lighting fixture has been provided, however it does not state if it is full cut-off. The zoning ordinance requires all fixture to be full cut-off. Please check to see if the chosen fixture meets this requirement and if so, please add this information to the detail sheet. If it is not full cut-off a new fixture will need to be chosen.
- b. As no lot consolidation plan is proposed at this time an access and parking agreement should be put in place between the two properties.
- c. Are there any easements on the property? If so, they need to be identified and have bearings and distances supplied.

Mr. Gazdik read his comment letter.

General

1. The Developer shall address all outstanding comments contained in the Planning Director's review letter(s).

Grading (88)

2. A Grading Permit and Grading Permit Agreement, is required prior to proceeding with work, as per 88-17.

Subdivision and Land Development

3. Provide digital submittal of final approved plans, per 174-201.E.

Stormwater Management

4. A Stormwater Agreement for the site will be required, as per 165-107.4.

Mr. Baling made a motion to recommend approval of the plan, conditioned upon staff comment letters, lot consolidation and a heavy buffer on the western, southern, and eastern sides of the lot. Mr. Edwards seconded the motion. The motion was carried unanimously.

ADJOURN

Since there was no further business to come before the Commission at 8:00 p.m., Mr. Baling moved to adjourn the meeting. Mr. Payne seconded the motion. Vote in favor of the motion was unanimous.

Respectfully submitted,

Sandy Bauer
Planning Commission Secretary