

SOUTH STRABANE TOWNSHIP
PLANNING COMMISSION REGULAR MEETING MINUTES

August 4, 2022

APPROVED MEETING MINUTES

The Planning Commission of South Strabane Township held its Regular Meeting on Thursday, August 4, 2022 at 7:01 p.m. in the Meeting Room of the Municipal Building, 550 Washington Road, Washington, PA 15301.

Present: Thomas Steele, Chair; Jay Gordon, Vice Chair; Joe Kopko (via Zoom); Paula Phillis; Fred Pozzuto; and Dan Reitz

Not Present: Jay Gordon, Vice Chair

Also Present: Jim Sutter, Assistant to the Township Manager; Paris Szalla, Administrative Intern; Scott Groom, Engineer; and Gabrielle Conti, Solicitor

1. PLEDGE OF ALLEGIANCE

Chair Steele led the group in the Pledge of Allegiance.

2. PUBLIC COMMENT

The Planning Commission allocates a period of time during this item for those individuals who would like the opportunity to address the Planning Commission on any matter. Each person addressing the Planning Commission is asked to limit their comments to a maximum of three (3) minutes.

There were no comments from the Public.

3. APPROVAL OF THE PLANNING COMMISSION REGULAR MEETING MINUTES JULY 7, 2022

Mr. Reitz moved to approve the July 7, 2022 meeting minutes. Ms. Phillis seconded the motion. The motion passed on a unanimous voice vote.

4. CONSIDERATION OF AN APPLICATION FOR PRELIMINARY AND FINAL LAND DEVELOPMENT FROM WASHINGTON PENN PLASTIC CO., INC. FOR A NEW BUILDING ADDITION LOCATED AT 2080 N. MAIN STREET IN THE I-1 ZONING DISTRICT

Greg Banner of Key Environmental, Inc., Engineer for Washington Penn Plastic Co., Inc. ("Applicant"), presented the application. Mr. Banner stated the Applicant proposes to construct a 405 square foot expansion of the existing office facility. He stated the space will be utilized primarily for storage. Mr. Banner stated the initial plans had the structure set back 41 feet from the N. Main Street right-of-way, which infringes on the 50-foot requirement. The updated plan is now in compliance with this requirement.

Mr. Banner stated the increase in impervious surface is under the threshold for requiring environmental reviews, but he developed a basic Erosion and Sedimentation Plan as part of the application despite not being needed.

Mr. Pozzuto asked if its possible for the Applicant to achieve the necessary storage within the current structure without undertaking the proposed expansion. Mr. Banner stated he cannot speak for the Applicant, but would find it unlikely they could do so given the resources they are expending for this plan. Mr. Reitz noted there was a discrepancy between the previously stated size of the expansion (405 square feet) and the 490 square feet given in the plans provided. Mr. Banner stated it was necessary to decrease the overall size in order to comply with the setback requirement.

Township Engineer Scott Groom had provided the following review letter:

**Township of South Strabane
Washington Penn Plastic Co. - Arden Facility
Office Building Expansion
Application for Land Development Plan Approval**

An Application Land Development Plan Approval was received on July 21, 2022, submitted by Washington Penn Plastic Co. for an Office Building Expansion at the Arden Facility located at 2080 North Main Street, Washington, PA 15301.

KLH Engineers, Inc has completed a review of the following drawings and documents received by this office:

- Township of South Strabane Application for Land Development Plan Approval dated July 21, 2022.
- Erosion and Sediment Control Plans prepared by KEY Environmental Incorporated dated July 21, 2022.
- Architectural Plans prepared by Sweeney Shank Architects, LLC dated June 3, 2022.
- Site Plans prepared by KEY Environmental Incorporated dated July 21, 2022.

The site is located in the I-1 Light Industrial District.

The application was reviewed for compliance under the South Strabane Township Excavations, Filling and Grading Ordinance, Chapter 109, Stormwater Management Ordinance, Chapter 198, Subdivision and Land Development Ordinance, Chapter 206 and Zoning Ordinance, Chapter 245.

Chapter 109 Excavations, Filling and Grading

§109-3 Exceptions

§109-3.A The proposed excavation does not exceed three feet in vertical depth at its deepest point measured from the natural ground surface and covers a surface area of less than 5,000 square feet.

§109-3.B The proposed fill does not exceed 500 cubic yards of material.

§109-3.C No fill is proposed that is intended to support structures and does not exceed three feet in vertical depth at its deepest point measured from the natural ground surface and does not cover an area of more than 5,000 square feet.

A Grading Permit is not required.

Chapter 198 Stormwater Management

§198-3 Applicability

§198-3.A.(9) Earth disturbance activities are less than 5,000 square feet, no stormwater management is required.

§198-3.B.(1) For small developments which result in the addition of a total aggregate of less than 5,000 square feet of impervious area, no stormwater management is required.

Chapter 206 Subdivision and Land Development

Article VI – Land Development Procedures

206-36 Preliminary and Final Application Requirements

§206-36.I.(14) The right of way lines for North Main Street need to be shown on the site plans.

§206-36.I.(16) The front yard setback line needs to be dimensioned from the right of way line of North Main Street. The north side yard setback line needs to be dimensioned from the railroad property line.

§206-36.I.(26) Spaces for the signatures of the Chairman and Secretary of the Planning Commission, the Chairman and Secretary of the Board of Supervisors and the dates of approval need to be added to the plans.

Township Planning Commission Approval:

This Land Development Plan was approved by the Planning Commission of South Strabane Township, Washington County, Pennsylvania on this __ day of __, 2022

Secretary

Chairman

Township Board of Supervisors Approval:

This Land Development Plan was approved by the Board of Supervisors of South Strabane Township, Washington County, Pennsylvania on this __ day of __, 2022

Secretary

Chairman

Chapter 245 Zoning

The applicant needs to show the right of way lines for North Main Street and the front yard setback line dimensioned from the right of way line to illustrate that the office expansion conforms to the front building line requirement.

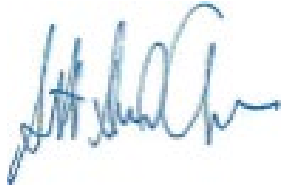
The plans conform to all other requirements of the Zoning Ordinance.

The Township may have additional comments.

The Land Development Application was reviewed solely for conformance to Township Ordinance standards. The application submitted contains deficiencies that need to be addressed by the applicant. A written response must be provided addressing the above items, including revised plans.

Very truly yours,

KLH ENGINEERS, INC.



Scott D. Groom, PLS

Chair Steele asked Mr. Groom if he had any comments regarding the application. Mr. Groom stated the updated plan had addressed his comments, particularly the issue relating to the setback. Chair Steele expressed his appreciation for the Erosion and Sedimentation Control Plan being included despite it not being a requirement. Mr. Banner stated the Applicant wishes to be good neighbors. In response to a question from Chair Steele, Mr. Banner pointed out where the inlets are on the plans.

Mr. Banner stated their biggest issue in completing the plan was determining whether to calculate the setback from the right-of-way line or the centerline of N. Main Street. Upon a question from Mr. Pozzuto, Mr. Banner explained the purpose of the concrete washout on the plan in stormwater management. Chair Steele asked if there's any risk of the concrete washing into the nearest stream. Mr. Banner stated there is no direct risk, but it could wash into the inlet. A discussion ensued regarding the necessity of concrete washout controls.

Mr. Reitz moved to recommend the Board of Supervisors approve the application for Preliminary and Final Land Development approval from Washington Penn Plastic Co., Inc. for a new building addition located at 2080 N. Main Street in the I-1 Zoning District. Mr. Pozzuto seconded the motion. The motion passed on a unanimous voice vote.

5. **REVIEW AND DISCUSSION OF TEXT AMENDMENTS TO THE ZONING CODE**

Assistant to the Township Manager Jim Sutter reported Staff periodically comes across sections of the Municipal Code that may be in conflict, deficient, confusing or issues that are simply not regulated and are ripe for discussion. At its May 10, 2022 Non-Legislative Meeting, the Board of

Supervisors (“Board”) was presented with the Code Action Item List in order to facilitate a discussion regarding the prioritization of these items. At its June 2, 2022 meeting, the Planning Commission received the prioritization list that was developed and directed Staff to discuss each of the high priority items. Accessory Structures and the definition of Impervious Surface in the Stormwater and Zoning Codes were discussed previously. The following items are now on the Agenda for discussion:

- Establishing Restaurants as a Conditional use in Commercial Zoning Districts;
- Amending the Definition of Fences and Clarifying the Administrative Process for Obtaining a Permit;
- Requiring the Names of Adjacent Property Owners on Plats for Minor Subdivisions; and
- Establishing Regulations for Menu Boards in Drive-through Facilities.

Establishing Restaurants as a Conditional Use in Commercial Zoning Districts

Mr. Sutter stated all types of restaurants are currently a use by right in the C-2, C-3, I-1 and I-2 Zoning Districts. However, there are areas of the Township within these districts where a restaurant could be considered undesirable. Mr. Sutter displayed the Township’s Zoning Map with the Route 19 corridor and potential areas called out. These areas are locations where a restaurant can currently operate as a use by right, but it may not be desirable due to the proximity to a residential neighborhood or desired land use.

Mr. Reitz expressed a desire to keep restaurants in the Route 19 corridor. Mr. Pozzuto expressed a desire to keep the matter simple and unbureaucratic. Mr. Reitz noted individuals visiting sit-down restaurants tend to stay longer. Upon a question from Mr. Pozzuto, Mr. Sutter stated alcohol service is restricted to sit-down restaurants. Mr. Pozzuto expressed his opinion the definitions currently adequately cover the differing types of restaurants. Chair Steele expressed a desire to take a closer look at restaurants with drive-through facilities. Mr. Kopko asked if there is any differentiation between curbside pickup and drive-through facilities. The other members of the Planning Commission noted the Code does not differentiate between them. Chair Steele expressed a preference to not change anything in the Code to specifically target the highlighted area in the Pancake neighborhood. It was the consensus of the Planning Commission to establish drive-through restaurants as a Conditional Use.

Definition of Fences and Clarifying the Administrative Process

Mr. Sutter stated the Zoning Code currently defines fences and regulates size, height, design standards and location. However, it has been noted there is no administrative procedure for requiring a permit currently in the Code. It is Staff’s recommendation to include language laying out the procedure that is modeled on the current language for sign permitting. Mr. Sutter briefly described the current sign permit regulations in the Code.

Upon a question from Ms. Phillis, Mr. Sutter clarified the primary concern is the lack of requirement for a permit, so Staff cannot fall back on the Code if there is a challenge. A discussion ensued on different types of fences and design standards. Ms. Phillis expressed concern on agricultural fences being included. Mr. Sutter stated the Code does not regulate agricultural fences and are exempt from any permitting requirements. It was the consensus of the Planning Commission to move forward with the proposed changes.

Requiring the Names of Adjacent Property Owners on Plats for Minor Subdivisions

Mr. Sutter reported the Subdivision and Land Development Ordinance does not require neighboring property owner names on the plats for Minor Subdivisions, only Major Subdivisions. In the past it has been the Planning Commission's preference to include the names of neighboring property owners. It was the consensus of the Planning Commission that this is a necessary and desirable requirement and Staff should move forward with including the proposed change.

Establishing Regulations for Menu Boards in Drive-through Facilities

Mr. Sutter reported the Zoning Code does not currently address menu boards in drive-through facilities. To strictly adhere to the Code, they must be treated as ground signs. However, if this practice is followed, they would not be permitted in most circumstances. Of four municipalities surveyed (Bethel Park, Monroeville, Moon Township & Peters Township), three address menu boards in their Zoning Codes. Mr. Sutter stated the most common regulations include area, height and amount per lot. He provided a table of how these standards are regulated in those three municipalities. Mr. Sutter stated Staff recommends the Planning Commission consider adopting standards for drive-thru menu boards.

Mr. Pozzuto expressed a desire for menu boards to not be regulated. Upon a question from Chair Steele, Mr. Sutter stated there is no definition provided in the Zoning Code. Ms. Phillis asked if Staff has experienced any problems. Mr. Sutter stated the new car washes have submitted proposals that are excessive and are not consistent with other municipalities' regulations. He also reiterated that as the Code is currently written, this signage is oftentimes not permitted at all. A discussion ensued on the difference between menu board signage for car washes and fast food restaurants. Chair Steele suggested and it was the consensus of the Planning Commission for Staff to write up proposed regulations for review.

6. STAFF UPDATE

Mr. Sutter reported on the following outstanding items:

- Minor Subdivision Application from Thomas & Yvette Kisling remains tabled with a 60-day extension expiring in September;
- Application for Conditional Use from Pankratos to operate a Juvenile personal care home at 1961 N. Main Street remains tabled with a six-month extension expiring in September;
- Preapplication meeting for the Snuffy Planned Residential Development is anticipated later this year;
- Land Development application from Menard, Inc. is anticipated later this year;
- Text Amendment and Conditional Use Applications are anticipated from Cresco Labs in August;
- Conditional Use, Land Development and Minor Subdivision applications from Amerco Real Estate Co. (U-Haul) anticipated later this year; and
- Conditional Use application from Simpson Clean for a Home Occupation has been granted approval by the Board of Supervisors.

Mr. Sutter reported Menard, Inc. had submitted an application for variances to the Zoning Hearing Board since they had received the Staff Update. Mr. Pozzuto asked what variances they had requested. Mr. Sutter stated the application is still under review.

Chair Steele expressed his displeasure with the deficiencies in the Kisling Subdivision application not being flagged prior to last month's meeting. He commended Staff for the overall quality of work and noted a desire for similar oversights to not occur in the future. Mr. Sutter stated they are working closely with the Kisling's and their consultants to ensure the plan is consistent with the regulations of the Code.

7. ADJOURNMENT

There being no further business to come before the Commission, Mr. Pozzuto moved to adjourn the meeting at 8:03 p.m. Ms. Phillis seconded the motion. The motion passed on a unanimous voice vote.

Respectfully,

Jim Sutter
Assistant to the Township Manager