Township of Upper St. Clair

THERE WILL BE A REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF UPPER ST. CLAIR AT 7:30 P.M. ON MONDAY, OCTOBER 7, 2024 AT THE TOWNSHIP OF UPPER ST. CLAIR MUNICIPAL BUILDING, BOARD OF COMMISSIONERS' MEETING ROOM, 1820 MCLAUGHLIN RUN ROAD, UPPER ST. CLAIR, PA 15241.

AGENDA

1. Call to Order.

2. Pledge of Allegiance.

3. Roll Call.

4. Proclamation Recognizing Fire Prevention Week in Upper St. Clair, October 6-12, 2024. (Proclamation enclosed) (Commissioner Enck to Present)

5. Presentation of Upper St. Clair Volunteer Fire Department Certificates of Service. (Certificates enclosed) (Commissioner Enck to Present)

6. Review of the Board of Commissioners' Regular Meeting Minutes of September 3, 2024. (Minutes enclosed)

7. Comments from Citizens and Taxpayers on Matters Not Included on the Agenda.

OLD BUSINESS

8. None.

NEW BUSINESS

9. Public Hearing Re. PLC24-0001 – St. Clair Country Club Terrace Course – Unified Conditional Use Preliminary and Final Land Development Approval. (Memorandum enclosed)

10. Public Hearing Re. Application for Transfer of Liquor License – The Kitchen at Frosty Valley, LLC. (Memorandum and Resolution No. 1767 enclosed)

11. Recommendation Re. PLC19-0001 – Ardolino Development Plan – Amended Final Approval – Extension Request. (Memorandum enclosed)

12. Recommendation Re. Implementation of the Community & Recreation Center Post Covid Facility Assessment. (Memorandum enclosed)

13. Other Business.

14. Adjournment.

MEMORANDUM

To: Board of Commissioners

From: Matthew R. Serakowski, Township Manager

Date: October 4, 2024

Subject: **RECOMMENDATION RE. RECOGNITIONS**

Staff has prepared the attached Proclamation and Certificates of Achievement to be presented at the October 7, 2024 Regular Meeting of the Board recognizing:

- October 6-12, 2024 as Fire Prevention Week in Upper St. Clair. Chief Ted Hale will be in attendance to accept the Proclamation. *(Proclamation)*

- Certificates of Appreciation for years of service will also be presented to the Volunteer Fire Department members listed below:

David Kropp	35 years
Douglas Heckman	25 years
Brad Mountain	15 years
Matthew Romah	15 years
Roger Lauderas	5 years

/ayw
Attachments

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Township of
FOUNDED 1788
USC
Upper St. Clair

Official Proclamation
Township of Upper St. Clair

A PROCLAMATION OF THE TOWNSHIP OF UPPER ST. CLAIR, A HOME RULE MUNICIPALITY, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, ESTABLISHING THE WEEK OF OCTOBER 6-12, 2024 AS FIRE PREVENTION WEEK IN UPPER ST. CLAIR.

WHEREAS, *the Township of Upper St. Clair is committed to ensuring the safety and security of all those living in and visiting the Township; and,*

WHEREAS, *fire is a serious public safety concern both locally and nationally, and homes are the locations where people are at greatest risk from fire; and,*

WHEREAS, *home fires caused more than 2,700 civilian deaths in the United States in 2022, according to the National Fire Protection Association® (NFPA®), and fire departments in the United States responded to 360,000 home fires; and,*

WHEREAS, *roughly three out of five fire deaths happen in homes with either no smoke alarms or with no working smoke alarms; and,*

WHEREAS, *working smoke alarms cut the risk of dying in reported home fires almost in half, and smoke alarms sense smoke well before you can, alerting you to danger in the event of fire in which you may have as little as 2 minutes to escape safely; and,*

WHEREAS, *Upper St. Clair residents should install smoke alarms in every sleeping room, outside each separate sleeping area, and on every level of the home, and make sure their smoke alarms meet the needs of all their family members, including those with sensory or physical disabilities; and,*

WHEREAS, *Upper St. Clair residents should test smoke alarms at least once a month and residents who have planned and practiced a home fire escape plan are more prepared and will therefore be more likely to survive a fire; and,*

WHEREAS, *Upper St. Clair's first responders are dedicated to reducing the occurrence of home fires and home fire injuries through prevention and protection education; and,*

WHEREAS, *Upper St. Clair's residents who are responsive to public education measures are better able to take personal steps to increase their safety from fire, especially in their homes; and,*

WHEREAS, *the 2024 Fire Prevention Week™ theme,* ***"Smoke Alarms: Make Them Work for You™",*** *effectively serves to remind us of the importance of having working smoke alarms in the home.*

NOW, THEREFORE, BE IT PROCLAIMED, by the Board of Commissioners of the Township of Upper St. Clair as follows:

THAT, *the week of October 6-12, 2024, is hereby designated as Fire Prevention Week in the Township of Upper St. Clair; and*

THAT, *the Board of Commissioners urges all the residents of Upper St. Clair to make sure their homes have working smoke alarms during Fire Prevention Week 2024, and to support the many public safety activities and efforts of the Township of Upper St. Clair's Volunteer Fire Department and emergency services throughout the year.*

ADOPTED THIS 7th day of October, 2024.

TOWNSHIP OF UPPER ST. CLAIR

By Daniel Hay
President, Board of Commissioners

ATTEST:

Township Manager/Secretary

Township of Upper St. Clair

Township of
USC
FOUNDED 1788
Upper St. Clair

ALLEGHENY COUNTY, COMMONWEALTH OF PENNSYLVANIA
Awards This

Certificate of Appreciation

to

David Kropp

for 35 years of service with the Upper St. Clair Volunteer Fire Department

Presented this 7th day of October, 2024

David Kropp
President, Board of Commissioners

Township Manager

Township of Upper St. Clair

Township of

FOUNDED 1788

USC

Upper St. Clair

ALLEGHENY COUNTY, COMMONWEALTH OF PENNSYLVANIA
Awards This

Certificate of Appreciation

to

Douglas Heckman

for 25 years of service with the Upper St. Clair Volunteer Fire Department

Presented this 7th day of October, 2024

President, Board of Commissioners

Township Manager

Township of Upper St. Clair

Township of
FOUNDED 1788 USC Upper St. Clair

ALLEGHENY COUNTY, COMMONWEALTH OF PENNSYLVANIA
Awards This

Certificate of Appreciation

to

Brad Mountain

for 15 years of service with the Upper St. Clair Volunteer Fire Department

Presented this 7th day of October, 2024

David Mary
President, Board of Commissioners

Township Manager

Township of Upper St. Clair

Township of

FOUNDED 1788

USC

Upper St. Clair

ALLEGHENY COUNTY, COMMONWEALTH OF PENNSYLVANIA
Awards This

Certificate of Appreciation

to

Matthew Romah

for 15 years of service with the Upper St. Clair Volunteer Fire Department

Presented this 7th day of October, 2024

President, Board of Commissioners

Township Manager

Township of Upper St. Clair

Township of
FOUNDED 1788
USC
Upper St. Clair

ALLEGHENY COUNTY, COMMONWEALTH OF PENNSYLVANIA
Awards This

Certificate of Appreciation

to

Roger Lauderas

for 5 years of service with the Upper St. Clair Volunteer Fire Department

Presented this 7th day of October, 2024

President, Board of Commissioners

Township Manager

BOARD OF COMMISSIONERS MEETING MINUTES

September 3, 2024

The regular meeting of the Board of Commissioners of the Township of Upper St. Clair, duly advertised and posted in accordance with law, was called to order at 7:30 PM on Tuesday, September 3, 2024, at the Township of Upper St. Clair Municipal Building, Board of Commissioners' Meeting Room, Upper St. Clair, PA. The Pledge of Allegiance was recited by all present.

PRESENT:	Commissioner Paoly	President
	Commissioner Plutko	Vice President
	Commissioner Burlingame	
	Commissioner Graves	
	Commissioner Pardini	
	Matthew R. Serakowski	Township Manager
	Mark Mansfield	Assistant Township Manager
	Mark P. Romito	Director of Finance
	Adam A. Benigni	Director of Community Development
	Irving S. Firman	Township Attorney
	Michael J. Galet, P.E.	Township Engineer
	Prudence Cooper	Recording Secretary
EXCUSED:	Commissioner Enck	
	Commissioner Thomas	

PUBLIC: Two people attended.

REVIEW OF BOARD OF COMMISSIONERS' REGULAR MEETING MINUTES OF AUGUST 5, 2024

Commissioner Burlingame moved to approve the Regular Meeting Minutes of August 5, 2024. This was seconded by Commissioner Plutko and carried with a 5-0 voice vote.

PUBLIC COMMENTS

Ms. Maria Simbra, 2276 Glendale Drive, expressed her concern that golf balls are still coming from St. Clair Country Club endangering pedestrians, motorists, and residents whose properties abut Old Washington Road, her property being one of them. The following police reports have been filed: Police Report #24-02638 on June 1, 2024 with Patrolman Carlos Andrade, #24-81881 on August 16, 2024 with Officer James Johnston, and #24-82232 with Patrolman Kevin Forrester on August 26, 2024.

Ms. Simbra asked the Board to continue to exert pressure on the Country Club to redirect the orientation of its driving range so the golf balls do not come across Old Washington Road. This has been a nuisance and a public hazard for many years and continues to occur. If there is no action by the Country Club, she asked the Board to impose an injunction to close the range at the end of the season so that this does not happen again next year.

Commissioner Paoly thanked Ms. Simbra for her comments and added that the Country Club will be submitting plans for the driving range at the Board meeting on October 7, 2024.

Mr. Matt Amick, 192 Devonwood Drive, expressed his concern of the excessive speeds on Devonwood Drive, especially since school is now in session. He shared that a car went through a bus stop sign. In addition, a tree has been hit twice this weekend in the roundabout on Devonwood Drive approaching Hycroft Drive and it is now gone. It appears that drivers have no awareness to stop or slow down. The police have installed a speed test, but the problem remains. He is here tonight as one of many concerned residents in the neighborhood.

Commissioner Paoly thanked Mr. Amick for his comments and suggested exchanging information with Mr. Benigni for the Township's traffic calming policy.

In response to Mr. Serakowski's inquiry, Mr. Amick responded that the police were notified of the incident involving the failure to stop at a bus stop sign.

OLD BUSINESS

None.

NEW BUSINESS

RECOMMENDATION RE. APPROVAL FOR A GRANT APPLICATION THROUGH THE STATEWIDE LOCAL SHARE ACCOUNT PROGRAM OF THE COMMONWEALTH FINANCING AUTHORITY FOR THE UPPER ST. CLAIR LIBRARY SHELVING PROJECT

Mr. Benigni stated that the Township will be applying for a grant through the Statewide Local Share Account Program of the Commonwealth Financing Authority in the amount of $180,000 to be used for the Upper St. Clair Library Shelving Project.

Staff recommends adopting Resolution No. 1764 authorizing Mark S. Mansfield, Assistant Township Manager, to file all applications, documents, and forms between the Township of Upper St. Clair and the Commonwealth Financing Authority for Statewide Local Share Account Program funding. This can be accomplished with a simple motion and roll call vote.

Commissioner Paoly asked if there were any questions or comments from the Board or the public and there were none.

MOTION AND VOTE TO ADOPT RESOLUTION NO. 1764

Commissioner Plutko moved to adopt Resolution No. 1764 Re. Approval for a Grant Application through the Statewide Local Share Account Program of the Commonwealth Financing Authority for the Upper St. Clair Library Shelving Project. This was seconded by Commissioner Pardini and carried with a 5-0 roll call vote.

RECOMMENDATION RE. APPROVAL FOR AN ALLEGHENY COUNTY BLIGHT REMOVAL PROGRAM (ACBRP) GRANT APPLICATION THROUGH THE ALLEGHENY COUNTY ECONOMIC DEVELOPMENT (ACED) DIVISION FOR THE DEMOLITION OF 1630 MCLAUGHLIN RUN ROAD

Mr. Benigni stated that this item and the next item on the agenda are for the same grant. The Township desires to apply for a grant through the Allegheny County Economic Development (ACED) division's Allegheny County Blight Removal Program in the amount of $30,195 to be used for the demolition of 1630 McLaughlin Run Road, which is the house next to Marmion Field.

Staff recommends adopting Resolution No. 1765 authorizing SHACOG to file all applications, documents, and forms between the Township and ACED. This can be accomplished with a simple motion and roll call vote.

Commissioner Paoly asked if there were any questions or comments from the Board or the public and there were none.

MOTION AND VOTE TO ADOPT RESOLUTION NO. 1765

Commissioner Pardini moved to adopt Resolution No. 1765 Re. Approval for an Allegheny County Blight Removal Program (ACBRP) Grant Application through the Allegheny County Economic Development (ACED) Division for the Demolition of 1630 McLaughlin Run Road. This was seconded by Commissioner Burlingame and carried with a 5-0 roll call vote.

RECOMMENDATION RE. APPROVAL OF A RESOLUTION IDENTIFYING VACANT AND DILAPIDATED STRUCTURES WITHIN THE TOWNSHIP

Mr. Benigni stated that as a requirement of the Allegheny County Blight Removal Program, the Board of Commissioners must pass a Resolution that identifies vacant and dilapidated structures in the Township in order to apply for the funding.

Staff recommends adopting Resolution No. 1766 identifying vacant and dilapidated structures in the Township. This can be accomplished with a simple motion and roll call vote.

Commissioner Paoly asked if there were any questions or comments from the Board or the public and there were none.

MOTION AND VOTE TO ADOPT RESOLUTION NO. 1766

Commissioner Burlingame moved to adopt Resolution No. 1766 Re. Approval of a Resolution Identifying Vacant and Dilapidated Structures within the Township. This was seconded by Commissioner Plutko and carried with a 5-0 roll call vote.

RECOMMENDATION RE. AUTHORIZATION TO REJECT BID FOR PEDESTRIAN IMPROVEMENTS PROJECT

Mr. Mansfield stated that as discussed last week, there was only one bid for the Pedestrian Improvement project that includes flashing beacons at various locations and the sidewalk at Meadowcrest Drive. The bid came in higher than projected and repackaging and rebidding the project will better serve the Township. Therefore, Staff recommends the Board's authorization to reject the bid from Bronder Technical Services, Inc. in the amount of $502,299.10 which can be accomplished by a simple motion and voice vote.

Commissioner Paoly asked if there were any questions or comments from the Board or the public and there were none.

MOTION AND VOTE TO AUTHORIZE THE BID REJECTION FOR PEDESTRIAN IMPROVEMENTS PROJECT

Commissioner Pardini moved to authorize the bid rejection for Pedestrian Improvements Project. This was seconded by Commissioner Graves and carried with a 5-0 voice vote.

OTHER BUSINESS

None.

ADJOURNMENT

Following a motion for adjournment by Commissioner Burlingame and a second by Commissioner Graves which carried with a 5-0 voice vote, the meeting was adjourned at approximately 7:41 PM.

Prudence Cooper
Recording Secretary
September 3, 2024

MEMORANDUM

To: **Matthew R. Serakowski, Township Manager**

From: **Adam A. Benigni, AICP, Director of Planning and Community Development** AB

Date: **October 4, 2024**

Subject: **PUBLIC HEARING RE. PLC24-0001 – ST. CLAIR COUNTRY CLUB TERRACE COURSE – UNIFIED CONDITIONAL USE PRELIMINARY AND FINAL LAND DEVELOPMENT APPROVAL**

GENERAL INFORMATION

Applicant:	St. Clair Country Club
Landowner:	St. Clair Country Club
Action Requested:	Unified Conditional Use / Preliminary and Final Land Development Approval
Purpose:	To redevelop the Terrace Course
Zoning:	R-LI, Low Intensity Residential District
Location:	2300 Old Washington Road
Lot/Block No.:	478-G-110
Size:	238.8 acres
Existing Land Use:	Country Club and Golf Course
Surrounding Land Use & Zoning:	North: R1, Single Family Residential District West: R1, Single Family Residential District East: R1, Single Family Residential District South: R1, Single Family Residential District
Procedural History:	07/03/24: Application filed 07/18/24: Application tabled 09/15/24: Planning Commission Review 10/07/24: Public Hearing scheduled to open

TOWNSHIP EXHIBIT NO. 10

Township of USC FOUNDED 1788 *Upper St. Clair*

Public Hearing

A public hearing has been scheduled for Monday, October 7, 2024, beginning at 7:30 P.M., or shortly thereafter, Board of Commissioners Meeting Room, Township Municipal Building.

Public Notice

The hearing has been duly advertised and notice properly given in accordance with the Municipalities Planning Code and the Code of the Township. (See Twp. Ex. Nos. 4-6)

Recommended Public Hearing Procedure

1. Swearing in of testifiers;
2. Presentation of exhibits by the Director of Planning and Community Development;
3. Applicant's presentation of application;
4. Questions from the Board of Commissioners;
5. Testimony from the public;
6. Continue the hearing to Monday, November 4, 2024 for the purpose of taking staff testimony.

Exhibits

The following Exhibits will be entered into evidence at the public hearing on October 7, 2024:

Township

1. Code of the Township by reference
2. Staff Reports dated July 16, 2024 and August 14, 2024
3. Planning Commission letter of recommendation dated August 16, 2024
4. Legal Notice with confirmation dated September 2, 2024
5. List of Persons Notified of Public Hearing
6. Legal Notice Posting Memo to Public Works with proof of posting dated September 16, 2024
7. Township Engineer's review memo dated July 24, 2024

8. Township Engineer's review memo dated August 14, 2024

9. Township Engineer's review memo dated October 4, 2024

10. Confirmation of Court Reporter for 1st public hearing on October 7, 2024

11. Pennsylvania Municipalities Planning Code by reference

12. Memo dated October 4, 2024 to Matthew R. Serakowski from Adam A. Benigni (this memo)

Applicant

1. Planning Commission Application with checklists, date stamp received July 8, 2024

2. Postconstruction Stormwater Management Plan dated August 2024, revised September 20, 2024, date stamp received September 21, 2024

3. Erosion and Sediment Pollution Control Report dated August 2024, date stamp received August 5, 2024

4. Design Concept, prepared by Hurdzan Golf and Strategic Golf, dated June 5, 2024, date stamp received July 8, 2024

5. Michael John Hurdzan resume, date stamp received September 15, 2024

6. Engineering Schematics prepared by J. R Gales & Associates dated July 3, 2024, revised September 20, 2024, date stamp received September 21, 2024

7. Cost Estimate dated October 5, 2023, date stamp received July 8, 2024

8. Response Letter from J. R. Gales Associates dated August 2, 2024, regarding Gateways comment letter dated July 24, 2024, date stamp received August 5, 2024.

9. Response Letter from J. R. Gales Associates dated September 20, 2024, regarding Gateways comment letter dated August 14, 2024, date stamp received September 24, 2024.

County

1. County Review letter, dated August 5, 2024, date stamp received August 5, 2024

Planning Commission Recommendation

The Planning Commission reviewed this application on August 15, 2024 at which time they recommended approval subject to certain conditions. A copy of the Planning Commission's letter of recommendation is Attachment 1.

Comment

The subject property consists of a country club and golf course built in September of 1930. The existing building was constructed prior to the Township's adoption of a zoning code in 1947. Over the past few decades, the St. Clair Country Club has remodeled the club pool (1972), added the golf shop facility (1999), expanded the existing clubhouse (2001) and renovated the golf course (mid-2000s). The applicant is now proposing a redevelopment of the Terrace Nine course and relocation of the driving range.

Staff Recommendation

It is recommended that the hearing be continued to Monday, November 4, 2024, for the purpose of taking staff testimony.

Attachment

1. Planning Commission letter of recommendation, Twp. Ex. 3

MEMORANDUM

To: **Matthew R. Serakowski, Township Manager**

From: **Adam A. Benigni, AICP, Director of Planning and Community Development**

Date: **October 4, 2024**

Subject: **PUBLIC HEARING RE. APPLICATION FOR TRANSFER OF LIQUOR LICENSE – THE KITCHEN AT FROSTY VALLEY, LLC**

This is a public hearing on an application filed by The Kitchen at Frosty Valley, LLC for the transfer of liquor license R-18767 from 40 Point 4, LLC located at 1129 Ravine Street, Munhall, PA, 15120 to The Kitchen at Frosty Valley, LLC located at 2652 Hidden Valley Road, Upper St. Clair, PA 15241.

Act 141 of 2000 and Act 10 of 2002 amended the Pennsylvania Liquor Code to permit inter-municipal transfers of retail liquor licenses from one municipality to another within the same county. A hearing must be held within the "receiving" municipality for the purpose of taking testimony on the transfer application and a subsequent application must be made to the Liquor Control Board. The receiving municipality must grant approval unless it finds that doing so would have an adverse effect on the welfare, health, peace and morals of either the municipality or its residents.

Staff Recommendation

Assuming no additional testimony is required, staff recommends that this hearing be closed and that action be taken to transfer this liquor license. This may be accomplished by adoption of Resolution No. 1767 by a roll call vote.

Attachment

1. Resolution No. 1767

K:\CityView\Doc\PLC - Liquor License Transfers\PLC - THE KITCHEN AT FROSTY VALLEY LIQUOR LICENSE\TM memo for public hearing 100424.doc

TOWNSHIP OF UPPER ST. CLAIR

RESOLUTION NO. 1767

A RESOLUTION OF THE TOWNSHIP OF UPPER ST. CLAIR, A HOME RULE MUNICIPALITY, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA APPROVING THE TRANSFER OF RESTAURANT LIQUOR LICENSE NO. R-18767 FROM 40 POINT 4, LLC LOCATED AT 1129 RAVINE STREET, MUNHALL, PA, 15120 TO THE KITCHEN AT FROSTY VALLEY, LLC LOCATED AT 2652 HIDDEN VALLEY ROAD, UPPER ST. CLAIR, PA 15241

WHEREAS, Act 141 of 2000 ("the Act"), which amends the Commonwealth's Liquor Code, authorizes the Pennsylvania Liquor Control Board to approve, in certain instances, the transfer of restaurant liquor licenses across municipal boundaries within the same county regardless of the quota limitations provided for in Section 461 of the Liquor Code if sales of liquor and malt or brewed beverages are legal in the municipality receiving the license; and

WHEREAS, the Act requires the receiving municipality to issue a resolution approving the intermunicipal transfer of the liquor license prior to submission of an application for such transfer to the Pennsylvania Liquor Control Board; and

WHEREAS, the Liquor Code stipulates that, prior to adoption of a resolution by the receiving municipality, at least one hearing be held for the purpose of permitting interested parties to make comments regarding applicant's intent to transfer a liquor license into the municipality; and

WHEREAS, an application for transfer filed under the Act must contain a copy of the resolution adopted by the municipality approving the transfer of liquor license into the municipality; and

WHEREAS, the Township of Upper St. Clair Board of Commissioners deliberated on this request and determined that granting the request would not be detrimental to the health, safety and welfare of the Township of Upper St. Clair of its residents.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Township of Upper St. Clair, and it is hereby resolved by the authority of the same:

THAT, The Kitchen at Frosty Valley, LLC has requested the approval of the Board of Commissioners of the Township of Upper St. Clair for the proposed transfer of a Pennsylvania Restaurant Liquor License R-18767, currently owned by 40 Point 4, LLC located at 1129 Ravine Street, Munhall, PA, 15120 to The Kitchen at Frosty Valley, LLC for its restaurant facilities within the Township of Upper St. Clair to be located at 2652 Hidden Valley Road, Upper St. Clair, PA 15241, Allegheny County, Pennsylvania, with the understanding that the liquor license will

be transferred to only this location. Further, said transfer must be approved at a later date by the Pennsylvania Liquor Control Board; and

THAT, the Township of Upper St. Clair held a public hearing pursuant to the notice provisions of Section 102 of the Liquor Code to receive comments on the proposed liquor license transfer and, after consideration of the issues, finds that the transfer of Restaurant Liquor License R-18767 into the Township of Upper St. Clair by The Kitchen at Frosty Valley, LLC will result in job creation, Township revenue enhancement and dining accommodations for the residents of the Township of Upper St. Clair, all of which will substantially benefit the local economy and residents; and

THAT, the Township of Upper St. Clair approves, by adoption of and for the reasons stated in this Resolution, the proposed transfer of Restaurant Liquor License R-18767 from 40 Point 4, LLC located at 1129 Ravine Street, Munhall, PA, 15120 to The Kitchen at Frosty Valley, LLC for its restaurant facilities located at 2652 Hidden Valley Road, Upper St. Clair, PA 15241; and

THAT, transfers, designations and assignments of licenses hereunder are subject to approval by the Pennsylvania Liquor Control Board; and

THAT, the requestor must reimburse the Township of Upper St. Clair for all fees incurred throughout this process, including but not limited to legal advertising, mailing public notice to surrounding property owners, and court reporter fees.

ADOPTED THIS 7TH DAY OF OCTOBER, 2024.

TOWNSHIP OF UPPER ST. CLAIR

ATTEST:

By:_____
President, Board of Commissioners

_____
Township Manager/Secretary

MEMORANDUM

To: **Matthew R. Serakowski, Township Manager**

From: **Adam A. Benigni, AICP, Director of Planning and Community Development** AAB.

Date: **October 4, 2024**

Subject: **RECOMMENDATION RE. PLC19-0001 – ARDOLINO DEVELOPMENT PLAN – AMENDED FINAL APPROVAL – EXTENSION REQUEST**

Rodney Ardolino, Marigold Management, LLC, has submitted a request for a five-year extension for the Ardolino Development Plan which was granted by the Board of Commissioners on November 4, 2019, by Ordinance No. 2209.

Staff recommends that the Board of Commissioners consider any information provided by Mr. Ardolino and/or the public and table the request for consideration at the November 4, 2024 Board of Commissioners Regular Meeting.

Attachment

1. Extension request, received September 8, 2024

K:\CityView\Doc\PLC 2019\PLC19-0001 - Ardolino Redevelopment - AFA\TM Memo - Ardolino Extension Request 100424.doc

2298 Sidgefield Lane
Pittsburgh, Pa., 15241
Tamrod1@comcast.net

MARIGOLD MANAGEMENT, LLC

September 8, 2024

Department of Community Development,

This letter is a request for extension of approval for Planned Development PLC19-0001 Ardolino Development Plan- Nonresidential Development, approved on November 4, 2019, accepted on November 11, 2019.

Thank you,

Rod Ardolino

MEMORANDUM

To: Board of Commissioners

From: Matthew R. Serakowski, Township Manager

Date: October 4, 2024

Subject: **RECOMMENDATION RE. IMPLEMENTATION OF THE COMMUNITY & RECREATION CENTER POST COVID FACILITY ASSESSMENT**

On Monday, July 29, 2024, Ken Ballard, Ballard*King & Associates, presented the Upper St. Clair Community & Recreation Center Post COVID Facility Assessment. This included a review of elements contained within the report including Market Analysis, Public Input, Facility Physical Condition Assessment, Programming Review and Operations. Following the presentation, the Board of Commissioners and public were provided the opportunity to engage with Mr. Ballard on various elements of the report. Subsequently, on Monday, August 5, 2024, the Board took action to accept the Upper St. Clair Community & Recreation Center Post COVID Facility Assessment.

The final report contains key recommendations focused on Facility Improvements, Services and Programming, Operations, and Marketing. As we move beyond acceptance of the final report, it is essential to establish a responsible entity to navigate prioritization and implementation of these key recommendations.

The creation of an implementation committee was discussed with the Board of Commissioners at the Informational & General Affairs Meeting held Monday, September 30, 2024. The committee will be responsible to review the Community & Recreation Center Post COVID Facility Assessment, develop a prioritization plan, make recommendations to the Board of Commissioners and assist with the execution of assignments and tasks as directed by the Board of Commissioners. Upon reviewing the input discussed by the Board and Staff, the following committee composition is proposed:

C&RC Assessment - Implementation and Advisory Committee (IAC)

It is recommended the following representatives make up the advisory group:

- Commissioner Todd Burlingame
- Commissioner Pam Enck
- Commissioner Jason Graves
- Chris Biswick, Aquatics Supervisor, Department of Recreation & Leisure Services
- Kristen Burch, Finance Supervisor, Department of Finance
- Mellissa Lindberg, Membership/Marketing Services Supervisor, Department of Recreation & Leisure Services

Other Township staff will also be available as needed to serve as liaisons and assist the committee with its tasks. The IAC may also consult with professionals as needed to assist with reaching its stated objectives.

Formal action to establish the C&RC Assessment - Implementation Advisory Committee (IAC) may be taken on Monday, October 7, 2024 at the Regular Meeting of the Board. We would anticipate an initial meeting of the advisory group prior to the end of 2024. This may be accomplished by simple motion and voice vote.

MRS/lll

M:/sharedmgr/memos/Recommendation BK CRC Study Implementation Committee Oct 7 Reg BOC