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, FEBRUARY 2, 2026 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 Gabriel Joseph Zych for attaining the rank of Eagle Scout. (Proclamation enclosed) (Commissioner Pardini to Present)

5. Review of the Board of Commissioners' Regular Meeting Minutes of January 5, 2026. (Minutes enclosed)

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

OLD BUSINESS

7. Continued Public Hearing Re. PLC25-1302 - Reclassification of the Property Identified as Block/Lot 321-G-150 to the R-4 and RM Zoning District by Zoning Amendment to the Township Zoning Map. (Memorandum and Bill No. 1-26 enclosed)

NEW BUSINESS

8. Public Hearing Re. PLC25-0004 – St. Clair Country Club Paddle Hut – Unified Conditional Use Preliminary and Final Land Development Approval. (Memorandum enclosed)

9. Recommendation Re. Approval of Contracts. (Memorandum enclosed)

10. Recommendation Re. 2026-2027 Township Engineer Fee Schedule. (Memorandum enclosed)

11. Recommendation Re. Reappointments to Various Township Boards and Commissions. (Memorandum and Resolution No. 1792 enclosed)

12. Recommendation Re. Affirm Board of Commissioner Committees 2026-2027. (Memorandum enclosed)

13. Other Business.

14. Adjournment.

MEMORANDUM

To: Board of Commissioners

From: Matthew R. Serakowski, Township Manager

Date: January 30, 2026

Subject: **RECOMMENDATION RE. RECOGNITION**

Staff has prepared the attached Proclamation to be presented at the February 2, 2026 Regular Meeting of the Board recognizing Gabriel Joseph Zych for attaining the rank of Eagle Scout.

/avg
Attachments

I:\Memos\RecommendationReRecognitionsEagleScout Gabriel Zych.doc

Township of
USC
FOUNDED 1788
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, RECOGNIZING THE ATTAINMENT OF THE EAGLE SCOUT RANK BY GABRIEL JOSEPH ZYCH

WHEREAS, *Eagle Scout is the highest award issued by the Boy Scouts of America; and,*

WHEREAS, *the award represents the most advanced level of achievement in skill, service, and leadership in Scouting; and,*

WHEREAS, *Gabriel Joseph Zych, Scout Troop 4, has successfully completed the required training and performed the requisite tasks to achieve Eagle Scout status; and,*

WHEREAS, *Gabriel completed his Eagle Scout project as a service to our community, where he expended 434 hours with 55 volunteers, by leading the construction of a storage shed project for St. Louise de Marillac Church soccer organization; and,*

WHEREAS, *Gabriel funded his project with a pancake breakfast and donations that exceeded his expenses which he was able to donate to the St. Louise soccer organization; and,*

WHEREAS, *Gabriel, a senior at Seton LaSalle High School is a Frassatti-Molla Scholar, senior class secretary, participates in the ultimate frisbee and basketball teams, and is a member of the National Honors Society and English National Honor Society; and,*

WHEREAS, *Gabriel has demonstrated leadership and citizenship through his activities and notable achievements, both in and out of Scouting.*

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

THAT, *the Board of Commissioners of the Township of Upper St. Clair commends and congratulates Gabriel Joseph Zych for his valuable civic contributions and attainment of the Eagle Scout rank.*

ADOPTED this 2nd day of February, 2026.

TOWNSHIP OF UPPER ST. CLAIR

By _____
President, Board of Commissioners

ATTEST:

_____
Township Manager/Secretary

BOARD OF COMMISSIONERS MEETING MINUTES

January 5, 2026

The regular meeting and public hearing 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 Monday, January 5, 2026, 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 Burlingame
Commissioner Graves
Commissioner Herrod
Commissioner Madden
Commissioner Pardini
Commissioner Plutko
Commissioner Thomas

Matthew R. Serakowski	Township Manager
Mark S. Mansfield	Assistant Township Manager
Kristen L. Burch	Director of Finance
Adam A. Benigni	Director of Community Development
Irving S. Firman	Township Attorney
Craig Jubic	Township Engineer
Lance Hannaford	Network Deposition Services
Prudence Cooper	Recording Secretary

EXCUSED: None

PUBLIC: Approximately 28 people attended.

At 7:00 PM, the Honorable D. Michael Fisher conducted a ceremony in which newly elected Commissioners Wayne W. Herrod and Timothy F. Madden, and re-elected Commissioner Todd D. Burlingame were sworn into office as Commissioners of the Township of Upper St. Clair.

BIENNIAL REORGANIZATION OF THE BOARD OF COMMISSIONERS

At 7:30 PM, Mr. Serakowski called the Biennial Reorganization Meeting to order and stated that the outline of this process was included in the Board members' agenda packets.

Mr. Serakowski then asked for nominations for President of the Board of Commissioners.

Commissioner Pardini made the motion to nominate Commissioner Burlingame for the office of President of the Board. This was seconded by Commissioner Graves.

Mr. Serakowski asked if there were any other nominations for President of the Board and there were none.

MOTION AND VOTE TO CLOSE THE NOMINATIONS FOR PRESIDENT OF THE BOARD OF COMMISSIONERS

Commissioner Pardini moved to close the nominations for President of the Board of Commissioners. This was seconded by Commissioner Graves and carried with a 7-0 voice vote.

MOTION AND VOTE TO ELECT COMMISSIONER BURLINGAME AS PRESIDENT OF THE BOARD OF COMMISSIONERS

Commissioner Graves moved to elect Commissioner Burlingame as President of the Board of Commissioners. This was seconded by Commissioner Madden and carried with a 7-0 voice vote.

Commissioner Burlingame asked for nominations for Vice President of the Board of Commissioners.

Commissioner Madden nominated Commissioner Graves for the office of Vice President of the Board.

MOTION AND VOTE TO ELECT COMMISSIONER GRAVES AS VICE PRESIDENT OF THE BOARD OF COMMISSIONERS

Commissioner Madden moved to elect Commissioner Graves as Vice President of the Board of Commissioners. This was seconded by Commissioner Thomas and carried with a 7-0 voice vote.

At this time, Commissioner Burlingame called the Regular Meeting of the Board of Commissioners to order.

REVIEW OF BOARD OF COMMISSIONERS' REGULAR MEETING MINUTES OF DECEMBER 1, 2025

Commissioner Thomas moved to approve the Regular Meeting Minutes of December 1, 2025. This was seconded by Commissioner Pardini and carried with a 7-0 voice vote.

PUBLIC COMMENTS

Ms. Ann Gentry, 2315 Old Washington Road, extended her congratulations to the new Commissioners. Ms. Gentry wished to voice two concerns, the first regarding the planned development of the paddle courts at St. Clair Country Club that were approved by the Board in June, 2025 with the restrictions on lights and hours of operation. The courts opened for play in October and there is still an issue with the lights that turn off at 10:00PM as was required, but other lights are on from dusk until dawn, which is unacceptable. Ms. Gentry is asking the Board to put a stop to this nuisance and stop the glare in her neighborhood.

Ms. Gentry's second concern pertains to the road that started construction in July in the parking lot linking the existing lot on Old Washington Road to the site of the new paddle courts. This road and parking lot are not in the plans approved by the Board in June. When Ms. Gentry inquired with the Township, she was told these were temporary, were for construction use only, and would be removed upon completion of the project. The construction was completed in October, but the road and parking lot remain. Ms. Gentry then asked the Board to address the removal of this unapproved construction.

Both Commissioners Thomas and Madden stated for the record their recusal from discussion and all matters pertaining to St. Clair Country Club because they are members of the Club.

In response to Ms. Gentry's concerns, Commissioner Burlingame stated that Mr. Benigni will review the lighting and how it relates to the agreement this week and will confirm whether the construction road is temporary or not. Commissioner Burlingame then thanked Ms. Gentry for her comments.

Mr. Bill Dawson, 1220 Fox Run Circle, welcomed the new Commissioners. He further stated that in the last 25 years, there have been two 100-year floods and the property that the Township will own from Lesnett Road to Route 19 is in a flood zone. The Township has a very good 10-year Comprehensive Plan with its vision of attaching trails in Baker Park to the Montour Trail.

Mr. Dawson then asked the Board to consider videotaping meetings and allowing taxpayers to attend Board meetings via the internet which surrounding municipalities have been doing for a while.

Commissioner Burlingame thanked Mr. Dawson for his comments.

Commissioner Burlingame asked the public if there were any additional comments pertaining to items not on the agenda and there were none.

OLD BUSINESS

None.

NEW BUSINESS

RECOMMENDATION RE. ESTABLISH PUBLIC HEARING RE. PLC25-0004 - ST. CLAIR COUNTRY CLUB PADDLE HUT - UNIFIED CONDITIONAL USE PRELIMINARY AND FINAL LAND DEVELOPMENT APPROVAL

Mr. Benigni stated that this is an application for Unified Conditional Use/Preliminary and Final Land Development Approval to construct a new paddle hut at the St. Clair Country Club, located at 2300 Old Washington Road. It was reviewed by the Planning Commission on December 18, 2025, and was recommended for approval subject to certain conditions.

A public hearing is required for Conditional Use applications. Staff recommends that the public hearing be scheduled for Monday, February 2, 2026 which may be accomplished by a simple motion and voice vote.

Mr. John Gentry, 2315 Old Washington Road, asked the Board if there is a minimum time requirement for the next Board of Commissioners meeting. Mr. Firman confirmed that the requirement is 30 days until the next public hearing. Mr. Benigni added that the required time frame has been met and up to this point, the required notice of this matter has been fulfilled. If the Board schedules the additional public hearing tonight, further notices will be sent.

In response to Mr. Gentry's inquiry, Mr. Benigni explained the public notice requirement stating that once the public hearing has been set, certified letters will be sent to all residents living within 200 feet of the subject property, which in this case, will be many.

Commissioner Burlingame asked if there were any additional questions from the Board or the public and there were none.

MOTION AND VOTE TO ESTABLISH PUBLIC HEARING RE. PLC25-0004 - ST. CLAIR COUNTRY CLUB PADDLE HUT - UNIFIED CONDITIONAL USE PRELIMINARY AND FINAL LAND DEVELOPMENT APPROVAL

Commissioner Plutko moved to Establish Public Hearing Re. PLC25-0004 - St. Clair Country Club Paddle Hut - Unified Conditional Use Preliminary and Final Land Development Approval to February 2, 2026. This was seconded by Commissioner Graves and carried with a 5-0-2 voice vote. Commissioners Thomas and Madden recused themselves from voting.

PUBLIC HEARING RE. PLC25-1302 - RECLASSIFICATION OF THE PROPERTY IDENTIFIED AS BLOCK/LOT 321-G-150 TO THE R-4 LOW RISE MULTIFAMILY RESIDENTIAL DISTRICT AND RM RESTRICTED LIGHT INDUSTRIAL ZONING DISTRICT BY ZONING AMENDMENT TO THE TOWNSHIP ZONING MAP

Commissioner Burlingame stated that this is the public hearing on an application filed by Northwest Land LLC #1023 to reclassify the property located at 1512 McLaughlin Run Road (Block/Lot 321-G-150) to its previous zoning designations of R-4 Low-Rise Multifamily Residential District and RM Restricted Light Industrial District.

Mr. Benigni reviewed the recommended public hearing procedures.

Those wishing to testify were sworn in by Mr. Hannaford.

Mr. Benigni then entered Township Exhibits #1 through #27, Applicant Exhibits #1 and #2, Citizens Exhibit #1, and County Exhibit #1 into the record.

Mr. Benigni continued that this is a zoning reclassification of property identified as block and lot 321-G-150 located at 1512 McLauglin Run Road that was approved several years ago as Tuscany Pointe Planned Development, an apartment project still owned by Jeff Thomas. Since then, the Planned Residential Development (PRD) approval lapsed after five years because no improvements were constructed. The Municipal Planning Code (MPC) requires that this zoning district be reclassified or rezoned back to what it was prior to the Tuscany Pointe PRD approval which is RM Restricted Light Industrial District that touches McLaughlin Run Road and R-4 Low-Rise Industrial District. Mr. Benigni indicated that the agent for the applicant is present this evening, who did not wish to provide any comment at this time, but will respond to comments, if necessary.

Mr. Jeffrey Wilhelm, an attorney who litigates land development with Reed Smith, representing Dimitri and Ann Shiry, 1309 Wellington Court, raised a legal procedure pertaining to this zoning amendment that was filed by the applicant. This amendment must go under Article 7, pursuant to Article 6. Article 6 indicates that this is a curative amendment proposed by the applicant which has rules, specifically that under 10,908 which relates to hearings. The applicant has a duty and obligation to present evidence to satisfy five conditions expressed in the MPC. Then, his client after the case in-chief, can come in and provide a presentation which they will do on February 2, 2026.

Mr. Firman thanked Mr. Wilhelm for his comments and responded to them by stating that this is a reclassification of property as described by Mr. Benigni which does not require testimony from the applicant who is the property owner; however, they are certainly welcome to speak if they wish. This public hearing was scheduled at a prior Board meeting. Any prior testimony made by Staff has

already been put into the record and if there are any members of the public or the applicant who wish to speak, they certainly can. The hearing will be continued, and Mr. Wilhelm will have an opportunity to speak at this meeting or the next meeting.

Commissioner Burlingame then asked if any members of the public wished to speak at this time.

Mr. William Elliott, 2602 Siesta Drive, Vice President of Mosebach Manufacturing, located on McLaughlin Run Road, across from property, stated that for the past 27 years, he has observed the creek across the street which has had flooding issues over the years. On April 24, 2025, the police required the second shift employees of his company to evacuate due to flooding both upstream and downstream out of fear that they would not be able to be rescued easily. Any rezoning will add to water downstream triggering just enough flooding to cause safety issues for his employees and the building. There is an additional concern of the water runoff from the old Bedner Farm development above Mosebach's building which is not serious; however, the creek overflowing the road would be difficult to deal with.

Mr. Tom Meiman, 1409 Deepwood Drive, thanked the Board for an opportunity to be heard on this matter. Mr. Meiman asked the Board to not approve this rezoning as proposed due to its impact of the development density on existing infrastructure in the Township and surrounding area. His specific concern is with sewer and stormwater management and its ability to support development that may occur with this rezoning classification which could facilitate development to a degree that would exceed the capacity of the systems. If the rezoning is in response to a specific development plan, he asks that the Board take into account the capacity of the system when considering the development and that the developer be responsible for the cost of any problems due to the expansion. Mr. Meiman suggests that this property be rezoned R-1 until such time that a viable development plan has been submitted. Any such proposal should meet all Township requirements and then be presented for possible rezoning reclassification at that time.

Ms. Teresa Rowles, 1417 Deepwood Drive, has appeared before the Planning Commission many times expressing her objection to the rezoning of this property to R-4 Zoning District since the proposed townhouse complex would be in her backyard. Ms. Rowles has received over 100 residents' signatures on a petition protesting rezoning the property as R-4 which she is hopeful has been seen by the Board. The October 2025 meeting of the Planning Commission ended with them not recommending the rezoning to R-4. Then at the meeting on December 18, 2026, the Planning Commission gave their final recommendation in favor of rezoning the property to R-4. When asked to explain why they changed their recommendation, the Planning Commission responded that they are not required to do so. If the Board approves this high-density complex, it will change the makeup of the neighborhood with increased traffic and emissions from over 150 vehicles, in addition to an increase in noise coming from a pool, clubhouse and pickleball courts all of which will impact property values. Ms. Rowles concluded her comments by stating that this potential development is not a good fit for the neighborhood and urges the Board to consider rezoning this property to low density R-1.

Mr. Tom Siroka, a 50+ year resident of the Township, currently living in Windgate, originally bought his home in the Township because he liked its park-like setting, great schools, police force, and services, including snow removal. The population in the community has been strong. Mr. Siroka's research has indicated that this potential development of 100+ townhomes will have a very low impact on tax revenue for the Township. There is more growth with single family homes, therefore, high density town homes are not needed and will not add significant value to the community, but only lowers the value of existing properties.

Mr. Siroka further stated that this development will add about 150 cars each evening on Lesnett Road. Furthermore, the only reason for the development of the high-density properties is to cover the cost of building a bridge over the creek at $1 million. The developer cannot afford to put Deepwood- type properties there. Mr. Siroka's property abuts the back of the property which will be filled with townhomes that will resemble the ones built down Lesnett Road to the left of Bank Street close to Bridgeville. If that is not what the Board wants, Mr. Siroka urges the Board not to approve the rezoning of this property because it will change what the Township is all about, it will not add value to existing properties, and it will not increase the tax base.

Mr. Mark Snyder, 1429 Deepwood Drive, reiterated points that have been raised this evening. The success of the Township is due to single family homes. The Laurel property is a monolith that has no architectural or landscape consideration that aesthetically does not blend into the environment. From his property, he can almost see down to McLaughlin Run Road when there are no leaves on the trees. Any development of two to three story properties will be in his backyard. Mr. Snyder then asked for further explanation regarding the law that states this property must revert back to its previous zoning.

In response, Mr. Firman stated that per the MPC, when a PRD is abandoned, it must be reclassified back to its original state. That is the only issue before the Board this evening. Mr. Snyder believes it was a legal paradigm that caused the Planning Commission to change its mind on its recommendation to the Board. He wanted to know if there was any backdoor discussion with the Planning Commission as to why the Planning Commission changed their vote from a 2-5 vote not recommending approval for this rezoning to a 5-2 vote recommending approval. He feels the residents are owed an answer as to the reason for this vote change, even though the attorney representing the Planning Commission told them not to respond.

Mr. Snyder shared that empathy was received from the Planning Commission regarding the potential paddleball court that may be built on the property, but they received no empathy regarding the proposed two to three story townhomes which is discerning. Furthermore, the slope behind the houses above the property is 50 to 60 degrees and the environmental requirement is 45 degrees which should be considered in the development. The development of the townhomes, pickleball courts, pool, etc., will diminish the slope creating an inability to absorb water and cause flooding. The Board should be concerned about its downstream partners in Bridgeville who also have its flooding issues. The Board's decision should not be about money, but about the merits of the project and whether it benefits the Township and its citizens, not the developer. Since time ran out and the developer did nothing to the property, Mr. Snyder proposes that the developer donate the property through a land trust and give it to the Township for the benefit of a tax write-off.

Commissioner Burlingame asked if there were additional comments from the public and there were none. He added that he appreciated the public's feedback, but emphasized that the public hearing is to rezone the property to what it was prior to PRD approval; it is not for the development of the property. That will be addressed if and when application is made in this regard and the public will be invited back at that time.

Mr. Benigni stated that it is recommended that the Board of Commissioners continue this public hearing to Monday, February 2, 2026 for the purpose of taking Staff testimony.

Commissioner Burlingame asked if there were any additional questions from the Board or the public and there were none.

MOTION AND VOTE TO CONTINUE PUBLIC HEARING RE. PLC25-1302 - RECLASSIFICATION OF THE PROPERTY IDENTIFIED AS BLOCK/LOT 321-G-150 TO THE R-4 LOW-RISE MULTIFAMILY RESIDENTIAL DISTRICT AND RM RESTRICTED LIGHT INDUSTRIAL ZONING DISTRICT BY ZONING AMENDMENT TO THE TOWNSHIP ZONING MAP

Commissioner Graves moved to continue Public Hearing Re. PLC25-1302 Reclassification of the Property Identified as Block/Lot 321-G-150 to the R-4 Low-Rise Multifamily residential District and RM Restricted Light Industrial Zoning District by Zoning Amendment to the Township Zoning Map to Monday, February 2, 2026. This was seconded by Commissioner Madden and carried with a 6-1 voice vote. Commissioner Pluko cast the negative vote.

OTHER BUSINESS

Commissioner Burlingame announced that the Board will adjourn this evening to executive session to discuss legal and personnel matters.

ADJOURNMENT

Following a motion for adjournment by Commissioner Pardini and a second by Commissioner Plutko which carried with a 7-0 voice vote, the meeting was adjourned at approximately 8:15PM.

Prudence Cooper
Recording Secretary
January 5, 2026

MEMORANDUM

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

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

Date: **January 30, 2026**

Subject: **CONTINUED PUBLIC HEARING RE. PLC25-1302 - RECLASSIFICATION OF THE PROPERTY IDENTIFIED AS BLOCK/LOT 321-G-150 TO THE R-4 AND RM ZONING DISTRICT BY ZONING AMENDMENT TO THE TOWNSHIP ZONING MAP**

GENERAL INFORMATION

Applicant:	Northwest Land LLC #1023
Landowners:	Jeffrey and Patricia Thomas
Action Requested:	Reclassification of the Subject Property to the R-4 Low-Rise Multifamily Residential District and RM Restricted Light Industrial District
Location:	1512 McLaughlin Run Road
Lot/Block No.:	321-G-150
Size:	20.57 Acres
Existing Land Use:	Vacant Land
Surrounding Land Use & Zoning:	North: R1, Single Family Residential District R-LI, Low Intensity Residential District RM, Restricted Light Industrial District South: R1, Single Family Residential District East: R1, Single Family Residential District West: R1, Single Family Residential District R1, Residential and C, Conservation (Bridgeville)
Procedural History:	08/21/2025: Application filed 09/18/2025: Application tabled 10/16/2025: Planning Commission recommendation 11/03/2025: Board of Commissioners set Public Hearing for January 5, 2026 12/18/2025: Planning Commission recommendation 01/05/2026: Public Hearing Opened

TOWNSHIP EXHIBIT NO. 28

TO: Matthew R. Serakowski, Township Manager
FROM: Adam A. Benigni, AICP Director of Planning and Community Development
DATE: January 30, 2026
IN RE: CONTINUED PUBLIC HEARING RE. RECLASSIFICATION OF THE PROPERTY IDENTIFIED AS BLOCK/LOT 321-G-150 TO THE R-4 AND RM ZONING DISTRICT BY ZONING AMENDMENT TO THE TOWNSHIP ZONING MAP

02/02/2026: Continued Public Hearing

Procedure: (USC Code 130.56)

1. Review and recommendation by Planning Commission after notice of meeting has been sent, at least 5 days prior to the meeting, by certified mail to landowner, adjacent owners and all owners within 200' of perimeter of property, and public notice has been posted on the property and in the Township Municipal Building;

2. By Resolution, Board of Commissioners schedules public hearing;

3. Copy of proposed Amendment sent to Allegheny County Department of Economic Development at least thirty (30) days prior to the public hearing;

4. Notice of public hearing sent by certified mail at least 7 days, but not more than 30 days, prior to the public hearing, to landowner, adjacent owners and all owners within 200' of perimeter of property;

5. Public Notice posted in Township Municipal Building and on subject property at least 15 days prior to public hearing;

6. No time limit for rendering Decision.

Public Hearing

This hearing was continued by the Board of Commissioners from January 5, 2026 to February 2, 2026 for the purpose of taking staff testimony.

Public Notice

The public hearing was duly scheduled and the public notice properly made in accordance with Chapter 130 of the Township Code and the Pennsylvania Municipalities Planning Code.
(Twp. Exs. 5-7, 13-15, 17, 18, 20-24)

Recommended Continued Public Hearing Procedure

1. Swearing in of additional testifiers, if any;
2. Presentation of additional exhibits by the Director of Planning and Community Development;
3. Staff testimony by the Director of Planning and Community Development;
4. Questions by the Board of Commissioners;
5. Additional testimony from the applicant or the public;

6. Provided no further testimony is needed, the hearing may be closed and action taken.

Exhibits

The following exhibits will be entered into the record at the public hearing on February 2, 2026.

Township

28. Memo dated January 30, 2026 to Matthew R. Serakowski, Township Manager from Adam Benigni, AICP, Director of Planning & Community Development (this memo)

Planning Commission Review

The Planning Commission reviewed this application on October 16, 2025 at which time they recommended denial (Twp. Ex. 10). The Planning Commission again reviewed this application on December 18, 2025 at which time they recommended approval (Twp. Ex. 26).

Comment

Under the Pennsylvania Municipalities Planning Code (MPC), zoning designations must reflect the current and intended use of land within a municipality. The subject property was previously approved as the Tuscany Pointe Planned Residential Development (PRD). The PRD plan is now abandoned, and the property must be reclassified by enactment of an amendment to the Zoning Ordinance and Map.

When a PRD is approved, it effectively supersedes the underlying zoning for the area of the development and, upon final approval, it actually amends the official Township Zoning Map. If the PRD plan is abandoned or not carried out within the timelines established by the MPC, the zoning map does not automatically revert to the underlying zoning districts. Instead, the governing body must take formal action through the zoning map amendment process, to reclassify the property to its previous zoning district.

In accordance with these provisions, the required course of action is to reclassify the property to its prior base zoning districts—R-4 and RM before a new development can be considered.

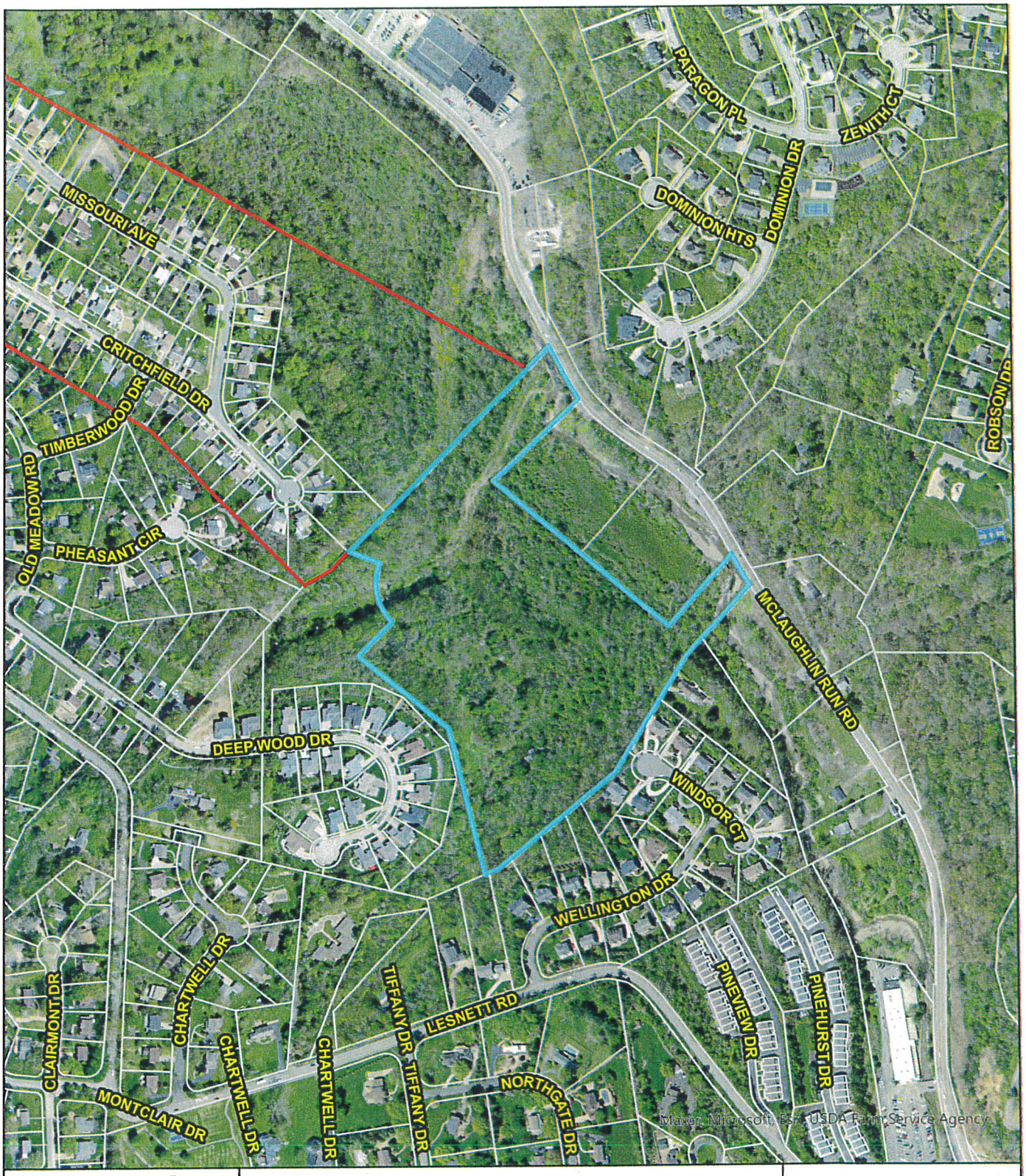
On October 16, 2025, the Planning Commission recommended denial of this item to the Board of Commissioners by a vote of 5 to 2. Then on December 18, 2025, the Planning Commission heard this item a second time and subsequently recommended approval to the Board of Commissioners by a vote of 5 to 2.

Staff Recommendation

Provided no additional testimony is needed, staff recommends that the public hearing be closed and that the Board of Commissioners grant approval of Bill No. 1-26 (Attachment 2). This may be accomplished by roll call vote.

Attachments

1. Map of Subject Property
2. Bill 1-26



Legend

Municipal_Boundary

Parcels

1512 McLaughlin Run Road
Lot/Block 321-G-150

PLC25-1302 RECLASSIFICATION OF THE PROPERTY IDENTIFIED AS BLOCK/LOT 321-G-150 TO THE R-4 AND RM ZONING DISTRICT BY ZONING AMENDMENT TO THE TOWNSHIP ZONING MAP

N

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BILL NUMBER 1-26

DATE ADOPTED _____

ORDINANCE NO._____

TOWNSHIP OF UPPER ST. CLAIR

AN ORDINANCE OF THE TOWNSHIP OF UPPER ST. CLAIR, A HOME RULE MUNICIPALITY, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, AMENDING THE TOWNSHIP OF UPPER ST. CLAIR ZONING MAP TO CHANGE THE ZONING CLASSIFICATION OF PROPERTY LOCATED AT 1512 MCLAUGHLIN RUN ROAD, DESIGNATED AS BLOCK AND LOT NO. 321-G-150, BY THE ALLEGHENY COUNTY OFFICE OF PROPERTY ASSESSMENTS, FROM PRD - PLANNED RESIDENTIAL DEVELOPMENT TO R4 LOW-RISE MULTIFAMILY RESIDENTIAL DISTRICT AND RM RESTRICTED LIGHT INDUSTRIAL DISTRICT.

WHEREAS, Jeffrey and Patricia Thomas are the owners of property located at 1512 McLaughlin Run Road and designated by the Allegheny County Office of Property Assessments as Block and Lot No. 321-G-150 (hereinafter referred to as the "Property"); and

WHEREAS, on November 7, 2016, the Board of Commissioners of the Township of Upper St. Clair issued Final Approval of the Tuscany Pointe Planned Residential Development ("PRD") to be developed at the Property, thereby amending the official Zoning Map of the Township; and

WHEREAS, construction of the Tuscany Pointe PRD was never commenced and, since the time provisions in Section 508 of the Pennsylvania Municipalities Planning Code ("MPC") have expired, the Property must now be reclassified to its former zoning designations, R4 Low-Rise Multifamily Residential District and RM Restricted Light Industrial District, by enactment of a zoning amendment in accordance with Section 711(e) of the Pennsylvania Municipalities Planning Code, 53 P.S. § 10711(e); and

WHEREAS, Northwest Land LLC #1023 has petitioned for consideration of an amendment to Chapter 130 of the Township Code entitled "Zoning," to reclassify the Property to the R4 Low-Rise Multifamily Residential District and RM Restricted Light Industrial District; and

WHEREAS, the proposed reclassification was reviewed by the Planning Commission and a recommendation for denial was made to the Board of Commissioners dated October 16, 2025, in accordance with Section 130.56 and 130.57.1. of the Township Code; and

WHEREAS, the amendment was sent to the Allegheny County Department of Economic Development - Planning Division, and comments from that Department have been received and reviewed by the Township; and

WHEREAS, the Board of Commissioners held duly advertised public hearings on January 5, 2026 and February 2, 2026, as provided by the Township Code and the Pennsylvania Municipalities Planning Code, at which time testimony was received concerning the amendment; and

WHEREAS, the Board of Commissioners has given careful consideration to all public comments and has determined that adoption of this amendment to reclassify the Property on the Township's Zoning Map promotes and protects the health, safety and welfare of the inhabitants of the Township and the general public, will further encourage and maintain the most appropriate use of land, and will facilitate the orderly growth and expansion of the Township.

NOW, THEREFORE, BE IT ORDAINED AND ENACTED BY THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF UPPER ST. CLAIR, and it is hereby ordained and enacted by the authority of the same:

SECTION 1: The zoning classification of the property identified as 1512 McLaughlin Run Road (Block and Lot 321-G-150) is hereby reclassified from PRD – Planned Residential Development to R4 Low-Rise Multifamily Residential District and RM Restricted Light Industrial District, as depicted in **Exhibit A,** which is attached hereto and is incorporated herein by reference.

SECTION 2: The Township Manager or his designee is hereby directed to amend the Official Zoning Map of the Township to reflect the change in zoning classification described in Section 1 of this Ordinance.

SECTION 3: Effective Date. This Ordinance shall become effective immediately upon enactment and shall repeal all prior inconsistent ordinances and resolutions to the extent of such inconsistency.

SECTION 4: Severability. If a final decision of a court of competent jurisdiction holds any provision of this Ordinance or the application of any provision of this Ordinance to any circumstance to be illegal or unconstitutional, the other provisions of this Ordinance and the application of such provisions to other circumstances shall remain in full force and effect.

ORDAINED AND ENACTED THIS 2ND DAY OF FEBRUARY, 2026.

TOWNSHIP OF UPPER ST. CLAIR

By:_____
President, Board of Commissioners

ATTEST:

_____
Manager/Secretary

EXHIBIT A

LEGAL DESCRIPTION OF PROPERTY

All that certain parcel of land, being Parcel A Revised, situate in the Township of Upper St. Clair, Allegheny County, Pennsylvania, being more particularly bound and described as follows:

Beginning at a point in McLaughlin Run Road, also known as State Route 3004, 33 feet wide, at the line dividing Parcel A Revised in the Wyngate Planned Residential Development Phase 1 as recorded in the Department of Real Estate in the County of Allegheny, Commonwealth of Pennsylvania in Plan Book Volume 197, Page 44 and lands now or formerly of Jeffrey W. Thomas and Patricia L. Thomas; thence from said point of beginning by a line through said McLaughlin Run Road the following three (3) courses and distances:

S 49° 04' 00" E a distance of 93.98 feet;
S 28° 56'10" E a distance of 52.00 feet;
S 36° 12' 40" E a distance of 47.00 feet to a point on the line dividing Parcel A Revised in said Wyngate Planned Residential Development Phase 1 and lands now or formerly of Dynamo Management Group LLC;

thence by a line through said McLaughlin Run Road and continuing by the line dividing Parcel A Revised in said Wyngate Planned Residential Development Phase 1 and lands now or formerly of Dynamo Management Group LLC, S 46° 45' 00" W a distance of 420.00 feet to a point; thence by the line dividing Parcel A Revised in said Wyngate Planned Residential Development Phase 1 from lands now or formerly of Dynamo Management Group LLC and other lands now or formerly of Dynamo Management Group LLC, S 50° 25' 10" E a distance of 738.50 feet to a point; thence by the line dividing Parcel A Revised in said Wyngate Planned Residential Development Phase 1 and other lands now or formerly of Dynamo Management Group LLC, N 41° 52' 00" E distance of 333.00 feet to point in said McLaughlin Run Road; thence by a line through said McLaughlin Run Road S 29° 50' 10" E a distance of 38.80 feet to a point; thence continuing by same S 31° 22' 15" E a distance of 76.71 feet to a point; thence by a line through said McLaughlin Run Road and continuing by the line dividing Parcel A Revised in said Wyngate Planned Residential Development Phase 1 and lands now or formerly of Sixty-Four LLC; thence by the line dividing Parcel A Revised in said Wyngate Planned Residential Development Phase 1 from lands now or formerly of Sixty-Four LLC and Chistopher J. Regan and Hilary E. Regan S 42° 39' 45" W a distance of 319.70 feet to a point; thence by the line dividing Parcel A Revised in said Wyngate Planned Residential Development Phase 1 from lands now or formerly Chistopher J. Regan and Hilary E. Regan, and Lot 15 and Lot 16 in the Wellington Woods Plan of Lots as recorded in the Department of Real Estate in the County of Allegheny, Commonwealth of Pennsylvania in Plan Book Volume 178, Page 16, S 32° 08' 45" W distance of 453.70 feet to a point; thence by the line dividing Parcel A Revised in said Wyngate Planned Residential Development Phase 1 from Lots 16, 21, 22, 23, and 24 in said Wellington Woods Plan of Lots S 50° 48' 48" W a distance of 492.21 feet to a point; thence by the line dividing Parcel A Revised in said Wyngate Planned Residential Development Phase 1 and Lot 24 in said Wellington Woods Plan of Lots S 66° 44' 45" W a

distance of 43.72 feet to a point on the line dividing Parcel A Revised and Common Area in said Wyngate Planned Residential Development Phase 1; thence by the line dividing Parcel A Revised and Common Area in said Wyngate Planned Residential Development Phase 1 the following five (5) courses and distances:

N 14° 00' 00" W a distance of 485.41 feet;
N 51° 30' 15" W a distance of 375.60 feet;
N 45° 09' 20" E a distance of 155.00 feet to a point of curvature;
in a northerly direction by a curve bearing to the right having a radius of 180.00 feet through an arc distance of 206.07', also having a chord bearing of N 12° 02' 41" W and a chord distance of 195.00 feet;
N 69° 15' 00" a distance of 106.46 feet to a point on the line dividing Parcel A Revised in said Wyngate Planned Residential Development Phase 1 and Lot 73 in Skyview Manor 3 as recorded in the Department of Real Estate in the County of Allegheny, Commonwealth of Pennsylvania in Plan Book Volume 66, Page 54;

thence by the line dividing Parcel A Revised in said Wyngate Planned Residential Development Phase 1 from Lot 73 in said Skyview Manor 3, lands now or formerly of Jeffrey W. Thomas and Patricia L. Thomas, and other lands now or formerly of Jeffrey W. Thomas and Patricia L. Thomas and through said McLaughlin Run Road N 44° 47' 45" E a distance of 927.80 feet to a point in said McLaughlin Run Road, at the point of beginning.

Portion of Parcel A to be Zoned R4 Low-Rise Multifamily Residential District

All that certain parcel of land, being a portion of Parcel A Revised, situate in the Township of Upper St. Clair, Allegheny County, Pennsylvania, being more particularly bound and described as follows:

Beginning at a point on the line dividing Parcel A Revised in the Wyngate Planned Residential Development Phase 1 as recorded in the Department of Real Estate in the County of Allegheny, Commonwealth of Pennsylvania in Plan Book Volume 197, Page 44, and lands now or formerly of Christopher J. Regan and Hilary E. Regan, said point being S 42° 39' 45" W a distance of 294.48 feet from a point in McLaughlin Run Road, also known as State Route 3004, 33 feet wide, at the line dividing Parcel A and lands now or formerly of Sixty-Four LLC; thence from said point of beginning by the line dividing Parcel A Revised in said Wyngate Planned Residential Development Phase 1 from lands now or formerly of Chistopher J. Regan and Hilary E. Regan S 42° 39' 45" W a distance of 25.22 feet; thence by the line dividing Parcel A Revised in said Wyngate Planned Residential Development Phase 1 from lands now or formerly of Chistopher J. Regan and Hilary E. Regan, and Lot 15 and Lot 16 in the Wellington Woods Plan of Lots as recorded in the Department of Real Estate in the County of Allegheny, Commonwealth of Pennsylvania in Plan Book Volume 178, Page 16, S 32° 08' 45" W distance of 453.70 feet to a point; thence by the line dividing Parcel A Revised in said Wyngate Planned Residential Development Phase 1 from Lots 16, 21, 22, 23, and 24 in said Wellington Woods Plan of Lots S 50° 48' 48" W a distance of 492.21 feet to a point; thence by the line dividing Parcel A Revised in said Wyngate Planned Residential Development Phase 1 and Lot 24 in said Wellington Woods Plan of Lots S 66° 44' 45" W a distance of 43.72 feet to a point on the line dividing Parcel A Revised and Common Area in said Wyngate Planned Residential Development Phase 1; thence by the

line dividing Parcel A Revised and Common Area in said Wyngate Planned Residential Development Phase 1 the following five (5) courses and distances:

N 14° 00' 00" W a distance of 485.41 feet;
N 51° 30' 15" W a distance of 375.60 feet;
N 45° 09' 20" E a distance of 155.00 feet to a point of curvature;
in a northerly direction by a curve bearing to the right having a radius of 180.00 feet through an arc distance of 206.07', also having a chord bearing of N 12° 02' 41" W and a chord distance of 195.00 feet;
N 69° 15' 00" a distance of 106.46 feet to a point on the line dividing Parcel A Revised in said Wyngate Planned Residential Development Phase 1 and Lot 73 in Skyview Manor 3 as recorded in the Department of Real Estate in the County of Allegheny, Commonwealth of Pennsylvania in Plan Book Volume 66, Page 54;

thence by the line dividing Parcel A Revised in said Wyngate Planned Residential Development Phase 1 from Lot 73 in said Skyview Manor 3 and lands now or formerly of Jeffrey W. Thomas and Patricia L. Thomas, N 44° 47' 45" E a distance of 476.40 feet to a point; thence by a line through Parcel A Revised in said Wyngate Planned Residential Development Phase 1, S 50° 25' 10" E a distance of 176.52 feet to a point on the line dividing Parcel A Revised in said Wyngate Planned Residential Development Phase 1 and lands now or formerly of Dynamo Management Group LLC; thence by the line dividing Parcel A Revised in said Wyngate Planned Residential Development Phase 1 from lands now or formerly of Dynamo Management Group LLC and other lands now or formerly of Dynamo Management Group LLC, S 50° 25' 10" E a distance of 738.50 feet to a point; thence by a line through Parcel A Revised in said Wyngate Planned Residential Development Phase 1, S 50° 25' 10" E a distance of 106.28 feet to a point on the line dividing Parcel A Revised in said Wyngate Planned Residential Development Phase 1 and lands now or formerly of Christopher J. Regan and Hilary E. Regan, at the point of beginning.

Portions of Parcel A to be Zoned RM Restricted Light Industrial District

All those certain parcels of land, being portions of Parcel A Revised, situate in the Township of Upper St. Clair, Allegheny County, Pennsylvania, being more particularly bound and described as follows:

Tract 1

Beginning at a point in McLaughlin Run Road, also known as State Route 3004, 33 feet wide, at the line dividing Parcel A Revised in the Wyngate Planned Residential Development Phase 1 as recorded in the Department of Real Estate in the County of Allegheny, Commonwealth of Pennsylvania in Plan Book Volume 197, Page 44 and lands now or formerly of Jeffrey W. Thomas and Patricia L. Thomas; thence from said of beginning by a line through said McLaughlin Run Road the following three (3) courses and distances:

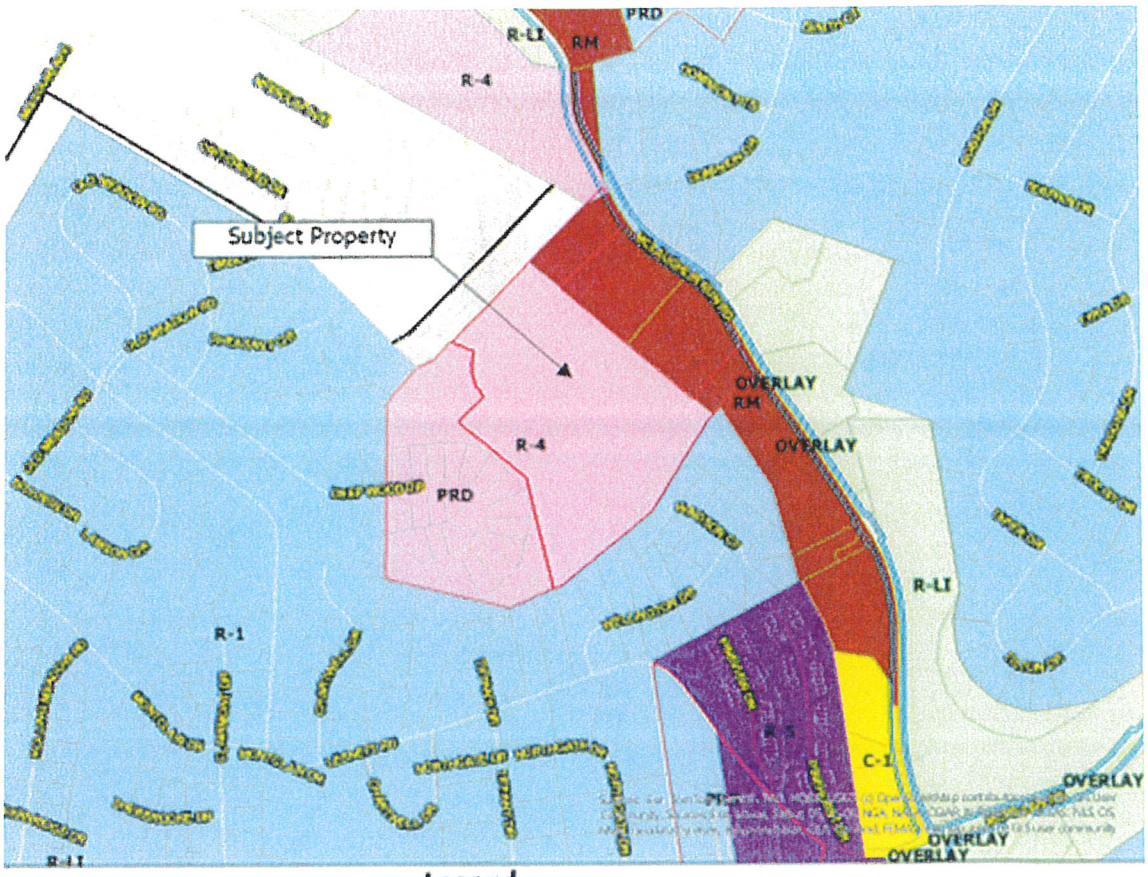
S 49° 04' 00" E a distance of 93.98 feet;
S 28° 56'10" E a distance of 52.00 feet;

S 36° 12' 40" E a distance of 47.00 feet to a point on the line dividing Parcel A Revised in said Wyngate Planned Residential Development Phase 1 and lands now or formerly of Dynamo Management Group LLC;

thence by a line through said McLaughlin Run Road and continuing by the line dividing Parcel A Revised in said Wyngate Planned Residential Development Phase 1 and lands now or formerly of Dynamo Management Group LLC, S 46° 45' 00" W a distance of 420.00 feet to a point; thence by a line through Parcel A Revised in said Wyngate Planned Residential Development Phase 1, N 50° 25' 10" W a distance of 176.52 feet to a point on the line dividing lands now or formerly of Jeffrey W. Thomas and Patricia L. Thomas; thence by the line dividing Parcel A Revised in said Wyngate Planned Residential Development Phase 1 from lands now or formerly of Jeffrey W. Thomas and Patricia L. Thomas and other lands now or formerly of Jeffrey W. Thomas and Patricia L. Thomas and continuing through said McLaughlin Run Road N 44° 47' 45" E a distance of 451.40 feet to a point in said McLaughlin Run Road, at the point of beginning.

Tract 2

Beginning at a point in McLaughlin Run Road, also known as State Route 3004, 33 feet wide, at the line dividing Parcel A Revised in the Wyngate Planned Residential Development Phase 1 as recorded in the Department of Real Estate in the County of Allegheny, Commonwealth of Pennsylvania in Plan Book Volume 197, Page 44 and lands now or formerly of Sixty-Four LLC; thence from said point of beginning by a line through said McLaughlin Run Road and continuing by the line dividing Parcel A Revised in said Wyngate Planned Residential Development Phase 1 from lands now formerly of Sixty-Four LLC and lands now or formerly of Christopher J. Regan and Hilary E. Regan S 42° 39' 45" W a distance of 294.48 feet to a point; thence by a line through Parcel A Revised in said Wyngate Planned Residential Development Phase 1, N 50° 25' 10" W a distance of 106.28 feet to a point on the line dividing Parcel A Revised in said Wyngate Planned Residential Development Phase 1 and lands now or formerly of Dynamo Management Group LLC; thence by the line dividing Parcel A Revised in said Wyngate Planned Residential Development Phase 1 and lands now or formerly of Dynamo Management Group LLC and continuing through said McLaughlin Run Road N 41° 52' 00" E distance of 333.00 feet to point in said McLaughlin Run Road; thence by a line through said McLaughlin Run Road S 29° 50' 10" E a distance of 38.80 feet to a point; thence continuing by same S 31° 22' 15" E a distance of 76.71 feet to a point on the southwesterly right of way line of said McLaughlin Run Road, at the point of beginning.



Legend

ZoningDistrict

- C-1 Neighborhood Commercial District
- C-2 Highway Commercial District
- C-3 Regional Shopping District
- Greenway Zoning District
- Planned Residential Development
- Public Rapid Transit District
- R-1 Single Family Residential District
- R-2 Suburban Residential District
- R-3 Medium Density Residential District
- R-4 Low-Rise Multifamily Residential District
- R-5 Multifamily Residential District
- R-LI Low Intensity Residential District
- RM Restricted Light Industrial District
- RM-P Planned Restricted Light Industrial District
- SB Special Business District
- SB-MU Special Business Mixed Use District

MEMORANDUM

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

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

Date: **January 30, 2026**

Subject: **PUBLIC HEARING RE. PLC25-0004 – ST. CLAIR COUNTRY CLUB PADDLE HUT – 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 construct a paddle hut
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:	12/04/25: Application filed 12/18/25: Planning Commission Recommendation 02/02/26: Public Hearing scheduled to open

TOWNSHIP EXHIBIT NO. 15

Township of
USC
FOUNDED 1788
Upper St. Clair

Public Hearing

A public hearing has been scheduled for Monday, February 2, 2026, 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. 5-9)

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, March 2, 2026 for the purpose of taking staff testimony.

Exhibits

The following Exhibits will be entered into evidence at the public hearing on February 2, 2026:

Township

1. Code of the Township by reference

2. Staff Reports dated December 16, 2025

3. Planning Commission letter of recommendation dated December 19, 2025

4. Memo dated January 2, 2026 to Matthew R. Serakowski, Township Manager from Adam Benigni, Director of Planning & Community Development re. setting public hearing date

5. Legal Notice dated January 7, 2026

6. List of Persons Notified of Public Hearing

7. Proof of Publication of Notice dated January 8, 2026

8. Proof of Publication of Notice dated January 15, 2026

9. Legal Notice Posting Memo to Public Works dated January 6, 2026

10. Township Engineer's review memo dated December 16, 2025

11. Township Engineer's review memo dated January 22, 2026

12. Township Engineer's Sewage Facilities Planning Module Capacity review memo dated January 26, 2026

13. Township Engineer's Sewage Facilities Planning Module Application Plan review memo dated January 26, 2026

14. Confirmation of Court Reporter for 1st public hearing on February 2, 2026

15. Memo dated January 30, 2026 to Matthew R. Serakowski from Adam A. Benigni (this memo)

Applicant

1. Planning Commission Application date stamp received December 4, 2025

2. Paddle Hut Architectural Plans, prepared by Designstream, LLC date stamp received December 4, 2025

3. Tentative/Final Plans St. Clair Country Club – Paddle Hut prepared by J.R. Gales Associates dated December 4, 2025, date stamp received December 4, 2025

4. Environmental Impact Study prepared by J.R. Gales Associates dated December 2025, date stamp received December 4, 2025

5. Site Infiltration Testing Narrative prepared by J.R. Gales Associates dated February 2025, date stamp received December 4, 2025

6. Postconstruction Stormwater Management Plan prepared by J.R. Gales Associates dated December 2025, date stamp received December 4, 2025

7. Planning Module prepared by J.R. Gales Associates dated December 2025, date stamp received December 4, 2025

8. Response Letter Kim Gales, regarding Gateways comment letter dated December 16, 2025, date stamp received December 17, 2025.

9. Paddle Hut Presentation date stamp received December 18, 2025.

10. Response Letter Kim Gales, regarding Gateways comment letter dated December 29, 2025, date stamp received December 29, 2025.

11. Postconstruction Stormwater Management Plan prepared by J.R. Gales Associates revised December 17, 2025, date stamp received January 7, 2025

12. Site Infiltration Testing Narrative prepared by J.R. Gales Associates dated February 2025, revised December 17, 2025, date stamp received January 7, 2026

13. Erosion and Sediment Pollution Control Report prepared by J.R. Gales Associates dated December 2025, revised December 17, 2025, date stamp received January 7, 2026

14. Tentative/Final Plans St. Clair Country Club – Paddle Hut prepared by J.R. Gales Associates dated December 4, 2025, revised December 17, 2025, date stamp received January 7, 2026

Planning Commission Recommendation

The Planning Commission reviewed this application on December 18, 2025 at which time they recommended approval subject to certain conditions. A copy of the Planning Commission's letter of recommendation is Attachment 1.

Modification Requests

The applicant is requesting no modifications.

Comment

The applicant has submitted a Unified Conditional Use Preliminary/Final Land Development application for the St. Clair Country Club, located at 2300 Old Washington Road, seeking approval to construct a permanent paddle hut. The Club received approval for the paddle tennis courts and a temporary building on June 2, 2025. Since then, the paddle courts have been constructed, and the temporary paddle hut is onsite.

Staff Recommendation

It is recommended that the hearing be continued to Monday, March 2, 2026, for the purpose of taking staff testimony.

Attachment

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

TOWNSHIP OF UPPER ST. CLAIR
PLANNING COMMISSION - 2025

Yvonne Piecknick, Chairperson
Jeffrey Krantz, Vice Chairman
Adam McGurk, AICP, Secretary

David Wade
Jake Polochak
Robin Weissert
David Siorta

TO: **The Board of Commissioners**

FROM: **The Planning Commission**

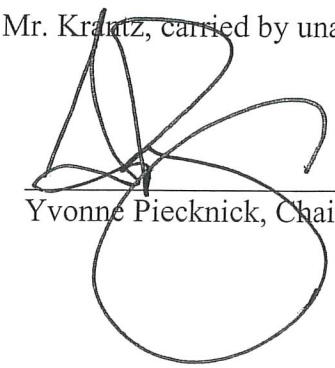
DATE: **December 19, 2025**

IN RE: **PLC25-0004 – ST. CLAIR COUNTRY CLUB PADDLE HUT – UNIFIED CONDITIONAL USE PRELIMINARY AND FINAL LAND DEVELOPMENT APPROVAL**

At its regular meeting on December 18, 2025, the Planning Commission adopted the following motion with reference to the subject:

MOTION: THAT the Planning Commission recommends approval by the Board of Commissioners subject to resolving the outstanding comments by Township Engineer and that additional landscaping be planted at new parking area.

Motion by Mr. Wade, seconded by Mr. Krantz, carried by unanimous voice vote, 7-0.



_____for
Yvonne Piecknick, Chairperson

MEMORANDUM

To: Board of Commissioners

From: Matthew R. Serakowski, Township Manager

Date: January 30, 2026

Subject: **RECOMMENDATION RE. APPROVAL OF CONTRACTS**

Staff recommends the following contracts for the Board's approval in accordance with Township Code:

Axon Enterprise, Inc. Scottsdale, AZ	In-Car Fleet Camera Systems for 11 Police Vehicles	$151,777.20
Laurel Ford Windber, PA	One (1) 2026 Ford Police Interceptor Utility AWD Vehicle	$ 46,690.00
Laurel Ford Windber, PA	One (1) 2026 Ford Explorer 4x4 Administrative Police Vehicle	$ 43,885.00
Weber Murphy Fox Erie, PA	Architectural services Outdoor Pool Area Enhancements Indoor Facility Enhancements	$418,567.00
Wallover Architects Erie, PA	Outdoor Pool Enhancements	$75,400.00
Vortex Aquatic Structures International Dover, DE	Indoor Pool Play Structure Replacement	$390,232.57

A simple motion and voice vote will authorize the above actions.

/avg
I:\Memos\02-26 Contracts.doc

MEMORANDUM

To: Board of Commissioners

From: Matthew R. Serakowski, Township Manager

Date: January 30, 2026

Subject: **RECOMMENDATION RE. 2026-2027 TOWNSHIP ENGINEER FEE SCHEDULE**

Enclosed is the Township Engineer's 2026-2027 Fee Schedule. The new rates are good for a two-year period. Additionally, an excerpt of the Township's Fee Schedule is enclosed specific to current consultant rates.

Approval of the Fee Schedule may be accomplished at the February 2, 2026 Regular Meeting of the Board by simple motion and voice vote.

/ll
enclosure

M:/sharedmgr/feestwp_Gateway_REG_2.2.26

GATEWAY ENGINEERS
A FULL-SERVICE CIVIL ENGINEERING COMPANY

100 McMorris Road
Pittsburgh, PA 15205
412-921-4030
GatewayEngineers.com

December 10, 2025

Township of Upper St. Clair
1820 McLaughlin Run Road
Upper St. Clair, PA 15241

Attn: Matt Serakowski, Township Manager

RE: 2026-2027 Professional Engineering Rates

Dear Matt,

Thank you for the opportunity to service the Township of Upper St. Clair in 2025 as we have for the past 67 years.

Our team of project managers continues to tackle the varied assignments of improvements to Municipal infrastructure and asset management while continuing to try and improve the process and outcomes. This requires a project team with high level resources and unique skill sets.

Although inflation has begun to stabilize, rising costs throughout the year and the challenges associated with sustaining a multi-disciplined professional staff continue to impact overall operating expenses. Our fees are adjusted annually to allow us to continue providing dependable engineering services at the level you have come to expect. We understand that Upper St. Clair prefers to see our rates in a 2-year format, accordingly we are providing our updated fee schedule for 2026-2027.

In addition, the retainer fee will remain at the same rate as last year at $550.00 per month.

We thank you for your continued support of our services and look forward to assisting you in the coming year. Please contact me if you should have any questions

Sincerely,
THE GATEWAY ENGINEERS, INC.

Michael J. Galet, P.E.
Township Engineer

Attachments

G:\Proposals\2026 Municipal Rate Letters\MJG\Upper St. Clair Rate Letter 2026.docx

GATEWAY ENGINEERS
A FULL-SERVICE CIVIL ENGINEERING COMPANY

100 McMorris Road
Pittsburgh, PA 15205
412-921-4030
GatewayEngineers.com

STANDARD BILLING RATE SCHEDULE FOR USC

EFFECTIVE: JANUARY 1, 2026 Through DECEMBER 31, 2027

PROFESSIONAL AND TECHNICAL

Intern	$54
Professional/Technical I	$76
Professional/Technical II	$98
Professional/Technical III	$111
Professional/Technical IV	$123
Professional/Technical V	$138
Professional/Technical VI	$151
Professional/Technical VII	$163
Professional/Technical VIII	$174
Professional/Technical IX	$184
Professional/Technical X	$193
Professional/Technical XI	$203
Professional/Technical XII	$212

PILOT

Pilot I	$400
Pilot II	$650
Pilot III	$900

TOWNSHIP OF UPPER ST. CLAIR FEE SCHEDULE
(Updated January 15, 2025)

Township Attorney

Attorneys	$210.00 /Hour Per Shareholder
Associate	$180.00 /Hour Per Associate
Paralegals	$110.00 /Hour
The hourly charge does not include out-of-pocket expenses such as court costs, filing fees, postage, photocopy charges, etc.	

Township Engineer

Intern	$56.00 /Hour
Professional/Technical I	$66.00 /Hour
Professional/Technical II	$80.00 /Hour
Professional/Technical III	$93.00 /Hour
Professional/Technical IV	$106.00 /Hour
Professional/ Technical V	$120.00 /Hour
Professional/ Technical VI	$133.00 /Hour
Professional/ Technical VII	$147.00 /Hour
Professional/Technical VIII	$160.00 /Hour
Professional/Technical IX	$174.00 /Hour
Professional/Technical X	$187.00 /Hour
Professional/Technical XI	$200.00 /Hour
Professional/Technical XII	$214.00 /Hour
*Fee rates locked in for 2024-2025	

I hereby certify that the above listed fees are in effect until further notice.

Matthew R. Serakowski
Township Manager
Township of Upper St. Clair

TOWNSHIP OF UPPER ST. CLAIR FEE SCHEDULE
(Updated December 2, 2025)

Township Traffic Engineer

Principal/Senior Manager	$175.00 /Hour
Engineering Manager	$160.00 /Hour
Senior Engineer/Designer	$140.00 /Hour
Staff Engineer	$132.00 /Hour
Associate Designer/Analyst	$ 127.00 /Hour
Senior Technician	$ 95.00 /Hour
Senior Survey Technician	$ 95.00 /Hour
Field Technician	$ 65.00 /Hour
Clerical	$ 65.00 /Hour
Field Enumerators	$ 46.00 /Hour
Auto Travel	$ 0.70/Mile
Copies	$ 0.17 /Sheet
Color Copies	$ 0.50 /Sheet
Plan Prints – Bond	$ 0.27 /S.F.
Plan Prints – Vellum	$ 1.00 /S.F.
Plan Prints – Mylar	$ 1.35 /S.F.
Plan Prints – Color Plot	$ 0.65 /S.F.
Other Direct Costs	At Cost

*Premium hourly rate based upon authorized overtime

I hereby certify that the above listed fees are in effect until further notice.

Matthew R. Serakowski
Township Manager
Township of Upper St. Clair

MEMORANDUM

To: Board of Commissioners

From: Matthew R. Serakowski, Township Manager

Date: January 30, 2026

Subject: **RECOMMENDATION RE. REAPPOINTMENTS TO VARIOUS TOWNSHIP BOARDS AND COMMISSIONS**

The following Board and Commission terms expired on December 31, 2025. Staff recommends the Board of Commissioners approve the following reappointments at the Regular meeting of the Board on February 2, 2026. The below appointments may be approved by simple motion and voice vote.

Building and Fire Codes Appeals and Advisory Board – 3 year term

- Firas Abdelahad
-Glenn Avick
-Denis Flaherty

Civil Service Board – 3 year term

- P.J. Murray, III

Library Board – 3 year term

- Robert G. Ontolchik

Municipal Authority – 5 year term

- Mark D. Christie

Planning Commission – 4 year term

- Robin Weissert
-Jeffrey Krantz

The Pennsylvania Municipalities Planning Code authorizes the Board of Commissioners to appoint residents of the municipality to the Zoning Hearing Board by Resolution. Therefore, staff recommends the Board approve Resolution No. 1792 by simple motion and roll call vote.

Zoning Hearing Board – 3 year term

-Dwight D. Ferguson

M:/Memos/reappointments, Reg Meeting 2.2.26

TOWNSHIP OF UPPER ST. CLAIR

RESOLUTION NO. 1792

A RESOLUTION OF THE TOWNSHIP OF UPPER ST. CLAIR, A HOME RULE MUNICIPALITY, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA REAPPOINTING DWIGHT D. FERGUSON TO THE ZONING HEARING BOARD.

WHEREAS, Act 247 of 1968 ("the Pennsylvania Municipalities Planning Code"), authorizes the Board of Commissioners of Upper St. Clair to appoint residents of the municipality to the Zoning Hearing Board by resolution; and,

WHEREAS, the Township of Upper St. Clair Board of Commissioners has determined that these appointments will carry out the duties and responsibilities on the Zoning Hearing Board.

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, Dwight D. Ferguson is reappointed to the Zoning Hearing Board as a regular member with the term ending December 31, 2028.

ADOPTED THIS 2nd DAY OF FEBRUARY, 2026

TOWNSHIP OF UPPER ST. CLAIR

ATTEST:

By:_____
President, Board of Commissioners

_____
Township Manager/Secretary

MEMORANDUM

To: Board of Commissioners

From: Matthew R. Serakowski, Township Manager

Date: January 30, 2026

Subject: **RECOMMENDATION RE. AFFIRM BOARD OF COMMISSIONER COMMITTEES 2026-2027**

Enclosed is a list of Board of Commissioners Committee assignments for 2026-2027. In accordance with Chapter 19 of the Township Code entitled "Board of Commissioners", Section 19.9 entitled "Committees", "Standing and Ad Hoc committees of the Board of Commissioners may be established by the President on the majority affirmative vote of the Board of Commissioners".

Staff recommends the Board affirm these assignments. This may be accomplished by a simple motion and voice vote at the Regular Meeting of the Board of Commissioners on Monday, February 2, 2026 at 7:30pm.

MRS/ll

Attachment

M:/sharedmgr/memos/rec. BOC Committees Affirm 2026-2027

BOARD OF COMMISSIONERS
COMMITTEES
2026 & 2027

BUDGET AND FINANCE
Commissioner Graves(Chair)
Commissioner Madden
Commissioner Plutko

HUMAN RESOURCES
Commissioner Thomas (Chair)
Commissioner Graves
Commissioner Pardini

PARKS AND RECREATION
Commissioner Madden (Chair)
Commissioner Pardini
Commissioner Plutko

PUBLIC WORKS
Commissioner Plutko (Chair)
Commissioner Herrod
Commissioner Thomas

PUBLIC SAFETY
Commissioner Pardini (Chair)
Commissioner Herrod
Commissioner Madden

COMMUNITY DEVELOPMENT
Commissioner Herrod(Chair)
Commissioner Graves
Commissioner Thomas

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SOUTH HILLS AREA COUNCIL OF GOVERNMENTS REPRESENTATIVE
Each Commissioner will attend at least one meeting

FIELDS COMMITTEE LIAISON
Commissioner Burlingame

TRI-COMMUNITY SOUTH EMS REPRESENTATIVE
Commissioner Burlingame