

**BOROUGH OF SEWICKLEY  
PLANNING COMMISSION MEETING MINUTES**

*Wednesday, August 5, 2020*

The meeting was called to order at 7:00 p.m. by Chairman St. Germain who welcomed everyone in attendance and led the assembled in the pledge of allegiance.

Members in attendance: Mr. Ed Green, Mr. Nathan St. Germain, Mr. Tom Rostek, and Ms. Shea Murtaugh.

Also in attendance were Randy McCray, Borough Code Enforcement and Zoning Officer and guest Cynthia Mullins.

**APPROVAL OF THE MINUTES**

The minutes of the July 1, 2020 meeting were reviewed. A motion was made by Mr. Green, second by Ms. Murtaugh, to approve the minutes. Mr. Upton joined the meeting at 7:02 p.m. Motion carried 5-0.

**OLD BUSINESS**

None at this time.

**NEW BUSINESS**

**Review Steep Driveway Construction at 607 Hill Street**

Mr. McCray stated that this project underwent extensive engineering review. Mr. Green stated that there is no restriction on percent grade.

Ms. Allen joined the meeting at 7:04 p.m.

Ms. Allen stated that her immediate concern with respect to this project was with communication from the Code Enforcement Officer (CEO) to the Borough Manager. She noted that the permit was issued on July 6, 2020 but it was not included on the CEO's report of July 8, 2020. When work began on July 13, 2020, she contacted Ms. Marcinko who was unaware that a permit had been issued. Discussion ensued as to whether the driveway construction would meet the requirements of the proposed driveway construction standards, which are under consideration by the Commission. Ms. Allen expressed concern that information on construction activity in the Borough is not regularly communicated. Mr. McCray will speak with Ms. Marcinko to determine the extent to which she wants to be informed.

Mr. Green questioned whether the Borough has an electronic file system. The Commissioners agreed that it would be helpful for staff to have ready access to inspection and enforcement records. The Commission will discuss options at its next meeting.

Mr. Rostek inquired as to whether the side yard setback requirement of 2 feet had been met. Mr. McCray stated that the requirement had been met.

### **Agenda List from Joint Planning Commission**

A list of the priority items was not received from Ms. Yagle. Mr. Rostek led the discussion and began by stating that the Commission is in a position to begin working on some of the items and discuss on a conceptual level, specifically, public space planning and incentivizing performance-based zoning standards. Discussion ensued regarding the process for prioritizing goals and objectives. The Commission discussed the need to develop a list of design standards to be incentivized, as well as a list of incentives. Discussion ensued regarding thoughtful development and public-private partnerships.

The Commission agreed to reach out Ms. Marcinko for best practices for performance-based zoning.

### **ADJOURNMENT**

Being no further business, on motion of Mr. Green, second by Ms. Allen, the meeting was adjourned at approximately 8:21 p.m.

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Nathan St. Germain  
Chairman