



**PLANNING COMMISSION**

**MEETING MINUTES**

**THURSDAY, JANUARY 6, 2022  
7:00 P.M.**

**MUNICIPAL BUILDING – BOARD MEETING ROOM**

The meeting was called to order at 7:00 P.M. with Chairman Chuck Kyle presiding.

**MEMBERS PRESENT:**

Chuck Kyle, Chairman  
Fred Lutz, Board Member  
Matt Gilfillan, Board Member  
Dan Klaas, Board Member

**STAFF/CONSULTANTS PRESENT:**

Joe Perotti, Esq., Township Solicitor  
Shawn Wingrove, P.E., Township Engineer  
Andrew Hartwell, AICP, Assistant Township Manager  
Debbie Midgley, Recording Secretary

**MEMBERS ABSENT:**

Bill Fitzgerald, Vice Chairman

**STAFF/CONSULTANTS ABSENT:**

Tom McDermott, Esq., Township Solicitor

**OTHERS PRESENT:**

Kim Gales, JR Gales and Associates

**REORGANIZATION:**

Mr. Kyle asked for a nomination of Chairman for the Planning Commission for the year 2022.

**A motion was made by Mr. Fred Lutz to nominate Mr. Chuck Kyle as Chairman for the year 2022, motion carried.**

Mr. Kyle asked for a nomination of Vice Chairman for the Planning Commission for the year 2022.

**A motion was made by Mr. Matt Gilfillan to nominate Mr. Bill Fitzgerald as Vice Chairman for the year 2022, motion carried.**

Mr. Kyle asked for a nomination of Secretary for the Planning Commission for the year 2022.

**A motion was made by Mr. Dan Klaas to nominate Mr. Matt Gilfillan as Secretary for the year 2022, motion carried.**

Mr. Kyle asked for a nomination of Recording Secretary for the Planning Commission for the year 2022.

**A motion was made by Mr. Fred Lutz to nominate Ms. Debbie Midgley as Recording Secretary for the year 2022, motion carried.**

**ADMINISTRATIVE:**

A motion was made by Mr. Fred Lutz, seconded by Mr. Matt Gilfillan, to approve the minutes from the December 2, 2021, meeting. Motion carried.

**REPORTS:**

Community Development Report- November- 2021

[COMMUNITY DEVELOPMENT - NOVEMBER 2021 REPORT.PDF](#)

There were no comments.

**PUBLIC COMMENT: (Any item not on the agenda)**

There were no public comments.

**OLD BUSINESS:**

- 1. Proposed Ordinance No. 486** - A proposed ordinance amending the Zoning Ordinance (Chapter 27) regarding the Township Planning Commission.

[DRAFT NO. 486 - PC AMENDMENT.PDF](#)

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Following a brief discussion, Mr. Kyle asked if there were any further questions or comments, hearing none he asked for a motion on the ordinance.

**A MOTION WAS MADE BY Mr. MATT GILFILLAN, SECONDED BY Mr. FRED LUTZ, AND CARRIED, TO RECOMMEND APPROVAL TO THE BOARD OF SUPERVISORS, OF PROPOSED ORDINANCE NO. 486, A PROPOSED ORDINANCE AMENDING THE ZONING ORDINANCE (CHAPTER 27) REGARDING THE TOWNSHIP PLANNING COMMISSION.**

**ROLL CALL:**

<b>CHUCK KYLE</b>	<b>YES</b>
<b>FRED LUTZ</b>	<b>YES</b>
<b>MATT GILFILLAN</b>	<b>YES</b>
<b>DAN KLAAS</b>	<b>YES</b>

**NEW BUSINESS:**

- 1. Application 2022-1-PRD – Fayette Farms PRD – Phase 10 (Final Approval) –** An application for final approval of a planned residential development on 105.28 acres of land located on Donaldson Road in the R-2 Suburban Residential Zoning District (Allegheny County Parcel ID No. 798-N-5).

[FF PH 10 - PRD PLAN SET \(REV. 1-4-2022\).PDF](#)

[FF PH 10 - RECORD PLAN SET \(REV. 1-4-2022\).PDF](#)

[FF PH 10 - RESPONSE LETTER \(1-4-2022\).PDF](#)

[FF PH 10 - SWM PLAN \(REV. 1-3-2022\).PDF](#)

[FF PH 10 - WAIVER REQUEST \(1-4-2022\).PDF](#)

[FF PH 10 FINAL PRD - TWP REV LTR NO. 1 \(1-5-2022\).PDF](#)

[FF PH 10 FINAL PRD \(LSSE REVIEW NO. 1\).PDF](#)

Mr. Kyle asked if a representative is present.

Ms. Kim Gales from JR Gales and Associates is present representing the applicant.

Ms. Gales gave a power point presentation with an overview of Fayette Farms Phase 10. The plan adds the cluster for the mailboxes, the ADA ramps at crosswalks, along with additional lighting at intersections, and a fence around the stormwater pond.

Ms. Gales said that due to the topography in this phase, the applicant is requesting a modification to the required manhole depth.

There was a discussion referencing the bonding in place for all sidewalks in Fayette Farms, the depth of the proposed manholes, the fencing around the pond, and the markings that will be on the streets at the intersections.

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The Board reviewed the comments of Mr. Hartwell and Mr. Wingrove.

Mr. Hartwell made the following comments.

1. Application Summary:

- A. This is an application for final approval of a planned residential development consisting of 58 dwelling units on 105.28 acres of land located on Donaldson Road in the R-2 Suburban Residential Zoning District (Allegheny County Parcel ID No. 798-N-5).
- B. The original tentative PRD approval for Fayette Farms was approved by the Board of Supervisors on January 27, 2004, and consisted of 548 total dwelling units. A revised tentative approval was subsequently approved by the Board of Supervisors on November 10, 2015, and consisted of 639 total dwelling units.
- C. A second revised tentative PRD approval for the Fayette Farms development was approved by the Board of Supervisors on September 28, 2021, which added 37 lots for a total of 676 lots within the PRD.

2. Waivers/Modifications:

- A. As part of the tentative PRD approval, the following modifications were granted:
  - a. Modification to §27-205.3.A, to allow for a reduction in the minimum lot area from 7,200 sq. ft. to 6,000 sq. ft. for single-family lots.
  - b. Modification to §27-205.3.A, to allow for a reduction in the minimum lot width for single family dwellings from 80 feet to 50 feet measured from the front principal building setback line.
  - c. Modification to §27-205.3.A, to allow for a 5' or 0' and 10' side yard setback for townhouses and patio homes, instead of the required 10' minimum side-yard setback.
  - d. Modification to §27-607.4.A & §27-607.A.C, to allow for 30.22% of the total site area, or 98.5024 acres, to be set aside for open space, instead of the required minimum of 40% of the total site area.
  - e. Modification to §22-404.2.B, to not provide a sidewalk along the frontage of Pattridge Lane, and instead provide a trail connection between phase 13 and the Donaldson Park Complex, and a sidewalk connection between phase 12 and International Drive.
  - f. Modification to §22-404.2.B, to not provide a sidewalk along the entire frontage of Donaldson Road, and instead provide a five foot wide asphalt trail through part of the property along the southerly side of Donaldson Road due to the steep terrain.

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- g. Modification to §22-504.2.E, to allow for streets with horizontal curves with a minimum centerline radius of 100 feet, instead of the required minimum 150' centerline radius.
  - h. Modification to §22-504.3.C, to allow for a reduction in the minimum length of vertical curve for all streets from 250' to 50' plus 20' for every 1% change.
  - i. Modification to §22-504.3.D, to install level areas on each street at street intersections with a maximum grade of 6% for a minimum distance of 25', instead of the required maximum grade of 5% for a minimum distance of 100'.
  - j. Modification to §22-504.4.B, to allow for construction of cul-de-sac streets in excess of the 600' maximum length.
- B. As part of this application for final approval, the following waiver is being requested:
- 3. A modification is being requested to the Township of North Fayette Minimum Construction Standards and Details, page 52 – Storm Sewer Manhole, to permit the Variances:
    - A. No variances have been granted or are currently under consideration for the site by the Zoning Hearing Board.
  - 4. Township Engineer Review:
    - A. Please refer to comments from the Township Engineer, per the LSSE review letter dated December 29, 2022. A copy of the letter is enclosed.
  - 5. Community Development Review:
    - A. Upon review of the application materials, we offer the following comments:
      - a. A 15' wide pedestrian access easement should be provided over any sidewalk or pedestrian path not located within the proposed Township right-of-way. The easement should be shown on both the PRD plan set and the record plan.
      - b. The pedestrian pathway proposed to connect phase 10 and phase 14 through the open space should be shown on the overall PRD plan (Sheet 2 of 15), and any other plan sheets as appropriate.
      - c. Fencing should be provided along the proposed pedestrian pathway to prevent unauthorized access to the detention pond area. For aesthetics, the Township suggests a decorative fence be provided, perhaps aluminum/metal picket fence painted black.
      - d. The chain-link fencing provided around the perimeter of detention pond is permitted to be a minimum of four (4') feet high.

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- e. Stop bar markings must be provided on the roadways at the location of stop signs.
  - f. Crosswalks and ADA ramps must be provided across Nash Drive at the intersection of Nash Drive and Southfork Drive.
  - g. Crosswalks located within the Township right-of-way shall be the standard crosswalk design found in PennDOT Publication 111, Traffic Control – Pavement Markings and Signing Standards, TC-8600, Sheet 6 of 13 – Type C, and shall feature PennDOT approved hot thermoplastic pavement markings. Please revise the typical construction detail of the proposed crosswalks accordingly.
  - h. Vertical concrete curbing and lighting is required to be provided within the off-street parking lot for the cluster mailbox area. Typical construction details for both items should be provided on the plans.
  - i. The Lighting and Signs Plan (Sheet 15 of 15) should include the intersection of Raymond Drive and Donaldson Road, as show any required regulatory signage in that area.
  - j. To illuminate the crosswalks, streetlights should be provided at the intersections of Donaldson Road and Raymond Drive and Donaldson Road and Heritage Drive.
  - k. The clubhouse shown on parcel 1-E should be removed if the applicant does not intend to construct it (Sheet 2 of 15).
  - l. Please revise sheets 12 and 15 to state Nash Drive instead of Southfield Drive.
  - m. The site development Road Improvement fee calculation, based on 58 dwelling units, at \$1,000.00 per dwelling unit, results in a fee of \$58,000.00 due to the Township for Phase 10 as a whole. The Developer shall pay the Road Improvement fee to the Township at time of Building Permit Issuance in the amount of \$1,000.00 per dwelling unit.
  - n. The site development recreation fee calculation, based on 58 dwelling units, at \$822.00 per dwelling unit, results in a fee of \$47,676.00 due to the Township for Phase 10 as a whole. The Developer shall pay the recreation fee to the Township at time of Building Permit Issuance in the amount of \$822.00 per dwelling unit.
  - o. Truth in Advertising – The applicant is advised that Ordinance No. 479, requiring truth is advertising, is applicable to the development.
- B. Additional comments may be made, and the Department reserves the right to comment further pending submission of revised plans.
6. Township Solicitor Review:
- A. Please refer to any comments from the Township Solicitor.

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7. County Planning Agency Review:

- A. The Planning Division of the Allegheny County Department of Economic Development (ACED) received a copy of the application and plans. As of this date, no comments have been received from ACED.

At this time, the application is complete, pending the resolution of items outlined by the Township Engineer and the Department of Community Development. **It is my recommendation that the Planning Commission recommend final approval of the Fayette Farms Planned Residential Development Phase 10 application to the Board of Supervisors, contingent upon all items being addressed in this review memorandum dated January 5, 2022, and the Township Engineer review letter dated December 29, 2021.**

Mr. Wingrove made the following comments.

LSSE has completed our review of the above referenced Preliminary and Final Subdivision Plan, dated January 3, 2021, prepared by J. R. Gales & Associates, Inc., as received by our office January 4, 2021 via email. The subdivision proposes the creation of 58 lots. The property is located along proposed Donaldson Road and is zoned R-2 – Suburban Residential District, and PRD – Planned Residential Development Overlay District.

Previous comments made can be found in our letter dated January 5, 2021

The following listing presents unresolved/noncompliant items identified during our review that do not conform to the Township of North Fayette’s Zoning Ordinance (Chapter 27), and Subdivision and Land Development Ordinance (Chapter 22):

Subdivision

1. The Ordinance requires a Completion Bond in the amount of 110% of the cost of the required improvements. (Sections 208.) **Previous Comment:** *An itemized quantity takeoff and unit price cost estimate has been provided for review. The recommended bond amount will be provided under separate cover.* **Status: The response indicates that a cost estimate has been provided, however, it has not been received by LSSE.**
2. The Ordinance requires the Developer execute a Development Agreement. (Section 209.) **Previous Comment:** *The Developer should contact the Solicitor to initiate the preparation of the Development Agreement upon approval of the plan.* **Status: Pending.**
3. The Ordinance requires sidewalks be provided along all street frontages of the lot for which the development is proposed in all major land developments. (Section 404.2.). **Previous Comment:** *Clarify the sidewalk configuration at the intersection of Donaldson Road and Southfield Drive as the Grading Plan and Lighting & Signs Plan do not match on what is proposed.* **Status: Discrepancies remain among plan sheets for sidewalks. The phasing plan, grading plan and signage plan each depict different sidewalk configuration. The extent and configuration of the sidewalk is unclear, and plans**

should be revised such that proposed improvements are depicted consistently among all sheets. Sidewalks are proposed to be constructed outside for the roadway right-of-way. Pedestrian easements must be provided in these locations. Additional comments may be provided upon revision of plans.

4. The Ordinance requires Cluster Mailbox Units be designed such that they are centrally located to serve the development and construction in accordance with Township Standards. (Section 407). **Previous Comment:** *Clarify the location of Cluster Mailbox Unit. The CBU must be in accordance with Township Standard Details.* **Status:** **ADA accessible markings and signage have not been indicated, nor a curb ramp been provided in accordance with the Township Standard Detail at the CBU location. The parking area is not depicted to connect directly to the CBU area. Perimeter landscaping has not been provided nor lighting has not been indicated at the CBU structure in accordance with Township Standard Detail. The CBU is proposed to be constructed on top of the proposed sanitary sewer. The CBU should be located outside of storm and sanitary sewer easements.**
5. The Ordinance requires all streets shall be designed and constructed in accordance with the Township Construction Standards and PennDOT specifications Publication No. 72 and Publication No. 408. (Section 504.1.R) **Previous Comment:** *Clarify if any warning signs/pavement markings are proposed for the proposed crosswalks on Donaldson Road. Design information confirming the crossing meets applicable PennDOT criteria of an unsignalized intersection crossing should be provided. Additionally, details for the crosswalks and ADA Ramps have not been provided.* **Status:** **PennDOT Type C Hot Thermoplastic Crosswalk in accordance with PennDOT Publication 111, Traffic Control – Pavement Markings and Signing Standards, TC-8600, Sheet 6 of 13 has not been provided, please revise accordingly. A design narrative documenting conformance to PennDOT Criteria has not been provided. The narrative must address adequacy of sight distance of proposed crossings, and provide justification for the location and placement of proposed signage. The signage plan does not include signage for the proposed sidewalk crossing at Raymond Drive. Lighting should be provided at the proposed crossings of Donaldson Road.**
6. The Ordinance requires installation of sanitary sewer confirm to the Township's construction standards. (Section 512.1) **Previous Comment:** *Clarify the limits of restoration on Donaldson Road for the proposed sanitary sewer connection.* **Status:** **No change, while the response notes restoration limits have been added, the same has not been indicated in this submission.**
7. The Ordinance requires installation of sanitary sewer confirm to the Township's construction standards. (Section 512.1) **Previous Comment:** *The maximum depth permitted for a sanitary sewer manhole is 20'. Plans propose multiple manholes in excess of 20' depth. If relief from this requirement is desired, a written waiver request should be submitted. If relief is granted, then a 5' diameter manhole should be installed.* **Status:** **The applicant has requested a waiver to install manholes in excess of 20' depth.**



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General

1. **Previous Comment:** *The recording plan references PRD provisions and modifications in the previous 2015 decision. The recording plan should reference the current Tentative PRD Decision dated September 28, 2021. Status: Zoning provision on Sheet 1 of the recording plan still refers to the previous decision.*
2. **Previous Comment:** *The Tentative PRD Decision requires a wall or ground sign be installed at each entrance from Donaldson Road. The location of the proposed sign, as associated easements should be shown on the plan. Status: Sign should be located outside the Donaldson Road right-of-way. Necessary easements must be depicted on the recording plan.*
3. The road name for Nash Drive is noted as ‘Southfield Drive’ on the Lighting and Signage Plan, please revise for consistency,

The plans have been reviewed for conformance to the Township Ordinance standards only. The review is based on surveys and drawings prepared by others and assume this information is correct and valid as submitted. Independent confirmation of adequacy or applicability of surveys, design data or procedures has not been provided.

The plan, as submitted, will conform to the Township of North Fayette’s Zoning Ordinance (Chapter 27), Subdivision and Land Development Ordinance (Chapter 22) Grading, Excavation and Fill Ordinance (Chapter 9) and Stormwater Management Ordinance (No. 427) for Final PRD approval with resolution of the above noted items. Additional comments may be made, and we reserve the right to comment further pending submission of revised plans.

The Applicant must provide a detailed written response to each item noted in this letter along with the plan re-submittal.

Mr. Wingrove made some additional comments.

Mr. Wingrove said he issued an updated review letter dated January 6, 2022. There are some cleanup items pertaining to the sidewalk layout, the utility conflict below the cluster mailboxes, lighting and landscaping, and the signage, crosswalks, and lighting at the crossing at Donaldson Road.

Ms. Gales said signs will be on common property or, an easement will be added for the ability to perform any maintenance on the signs in the future.

Mr. Kyle asked if there were any further questions or comments, hearing none he asked for a motion on the modification request.

**A MOTION WAS MADE BY Mr. MATT GILFILLAN, SECONDED BY Mr. DAN KLAAS, AND CARRIED, TO RECOMMEND APPROVAL TO THE BOARD OF SUPERVISORS OF THE MODIFICATION REQUEST TO THE TOWNSHIP’S**

**MINIMUM CONSTRUCTION STANDARDS AND DETAILS FOR STORM SEWER MANHOLES, TO PERMIT THE MAXIMUM DEPTH OF A SANITARY MANHOLE TO BE GREATER THAN 20 FEET, SECTION 22-512.1, CONTINGENT UPON A REVIEW BY THE DEPARTMENT OF PUBLIC WORKS.**

**CHUCK KYLE            YES  
FRED LUTZ            YES  
MATT GILFILLAN    YES  
DAN KLAAS           YES**

Mr. Kyle asked if there were any further questions or comments, hearing none he asked for a motion on the application.

**MOTION WAS MADE BY Mr. FRED LUTZ SECONDED BY Mr. DAN KLAAS, AND CARRIED, TO RECOMMEND APPROVAL OF APPLICATION 2022-1-PRD – FAYETTE FARMS PRD – PHASE 10 (FINAL APPROVAL) TO THE BOARD OF SUPERVISORS, CONTINGENT UPON ALL ITEMS BEING ADDRESSED IN THE TOWNSHIP’S REVIEW LETTER DATED JANUARY 5, 2022, AND THE LSSE’S REVIEW LETTERS DATED DECEMBER 29, 2021, AND JANUARY 6, 2022.**

**CHUCK KYLE            YES  
FRED LUTZ            YES  
MATT GILFILLAN    YES  
DAN KLAAS           YES**

**GENERAL DISCUSSION:**

Proposed Ord. No. 488- Vehicular Access.

Documents:

1. [DRAFT ORD. 488 - VEHICULAR ACCESS.PDF](#)
2. [ACED REVIEW LETTER \(12-28-2021\).PDF](#)

Mr. Hartwell said the North Fayette Township Board of Supervisors is holding a Public Hearing to take public comment on the following: Proposed Ordinance No. 488, on January 11, 2022.

Mr. Hartwell gave an update on projects that will be going before the Board of Supervisors.

Mr. Hartwell asked the Board to think about PRD regulations. What issues are solid, and what issues can there be more flexibility.

Mr. Kyle asked if there were any further questions or comments, hearing none he asked for a motion to adjourn.

**ADJOURNMENT:**

**A MOTION WAS MADE BY Mr. FRED LUTZ, SECONDED BY Mr. MATT GILFILLAN, AND CARRIED, TO ADJOURN THE MEETING AT 8:12 P.M.**

**ROLL CALL:**

<b>CHUCK KYLE</b>	<b>YES</b>
<b>FRED LUTZ</b>	<b>YES</b>
<b>MATT GILFILLAN</b>	<b>YES</b>
<b>DAN KLAAS</b>	<b>YES</b>

Respectfully submitted,

Debbie Midgley  
Planning Commission Recording Secretary