

**MUNICIPALITY OF BETHEL PARK  
MEETING MINUTES**

**PLANNING & ZONING COMMITTEE REGULAR MEETING**

**MARCH 12, 2025 @ 7:30 P.M.**

**COUNCIL CHAMBERS**

**BETHEL PARK MUNICIPAL BUILDING**

**A. CALL TO ORDER**

Chairman Mark Viehman called to order the March 12, 2025, Regular Meeting of the Bethel Park Planning and Zoning Commission at 7:30 p.m.

**B. ROLL CALL**

The following members were in attendance: Mr. Adam Foote, Ms. Kerry Ann Fraas, Mr. Peter Grandillo, Mr. Keith Hoppe, Mr. Rick Raeder, Vice-Chairman, Mr. Tom Riley, Ms. Katelyn Walsh, and Mr. Mark Viehman, Chairman.

Members absent were. Mr. Brad Floom

Council Liaison in attendance: Mr. Jim Jenkins

Staff in attendance: Gerald J. Harbison, Municipal Planner

**C. COMMUNICATIONS**

Mr. Viehman noted the correspondence dated February 27, 2025 from the Municipal Planner to Emery Property Management requesting a time extension for application No. 2025-0019

**D. MINUTES**

**1. Planning & Zoning Commission regular meeting, February 12, 2025**

Mr. Raeder made a motion to approve the minutes of the February 12, 2025 regular meeting as submitted. Mr. Grandillo seconded the motion, and it passed unanimously on a roll call vote, with Ms. Walsh abstaining.

**2. Planning & Zoning Commission workshop meeting, February 26, 2025**

Mr. Raeder made a motion to approve the minutes of the February 26, 2025 workshop meeting as submitted. Ms. Walsh seconded the motion, and it passed unanimously on a roll call vote, with Mr. Grandillo abstaining.

E. CITIZEN COMMENT (Non-Agenda) – None

F. OLD BUSINESS

1. Presidential Plaza Subdivision No. 2  
Major Subdivision #2025-0057  
Request for Preliminary / Final Plan Review

Mr. Todd Henwood, Survey Director for Sheffler & Company, was present on behalf of the Commerce Group to present the plan and answer questions regarding the major subdivision application to subdivide the property located at 1680 Washington Road into four lots. Mr. Henwood Ring asked for clarification on Comment No. 3 in Mr. Harbison's March 4, 2025 review letter regarding the need for a building evaluation on the tenant party walls. Mr. Harbison explained that creating property lines through the building may create fire rating requirements that differ from the existing fire partition walls in the building.

Mr. Harbison displayed images from 2022 and 2017 of the property frontages from Google Maps to point out plantings were evident in 2017 but missing today. He noted that the landscaping should be replanted.

At the end of discussion, Mr. Raeder made a motion to grant preliminary / final plan approval for the four-lot subdivision of 1680 Washington Road with the following conditions:

1. That the applicant complies with the March 6, 2025 Gateway Engineers review letter.
2. That the applicant complies with the March 4, 2025 Municipal Planner's review letter.

Mr. Grandillo seconded the motion, and it passed unanimously on a roll call vote.

G. NEW BUSINESS – None

H. OTHER ITEMS

1. Draft Comprehensive Zoning Ordinance Update:

Mr. Harbison reported that the next round of updates will be presented for the March 26<sup>th</sup> workshop. He noted those updates would include research on equestrian centers, oil and gas, mineral extraction, and Transit Oriented District regulations.

I. FUTURE MEETING DATES

Chairman Viehman noted the upcoming meetings being the March 26, 2025 workshop meeting followed by the April 9<sup>th</sup> regular meeting.

J. ADJOURNMENT – Chairman Viehman adjourned the meeting at 7:56 p.m.