

**BOROUGH OF BRIDGEVILLE**  
**PLANNING COMMISSION**  
**Meeting Minutes**  
**January 22, 2024 – 7:00PM**

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Meeting was held in Council Chambers at the Borough Building, 425 Bower Hill Road and virtually on [www.zoom.us](http://www.zoom.us). The meeting was called to order at 7:00PM by Ms. Cimarolli.

Present included: Justine Cimarolli, Michael Tolmer, Dale Livingston, Melissa Guiliani, Elizabeth Bellaver and Joseph Kauer, Borough Manager / Zoning Officer

Absent: None

**Public comment (on / off agenda) VISITORS PLEASE STATE NAME AND ADDRESS:**

Mr. Pat DeBlasio, 447 Washington Avenue, stated that he has provided written comments on the draft Comprehensive Plan and asked if they were received. Ms. Cimarolli replied that the Commission did receive them. He stated that he is saddened by the recent pedestrian accident on Bower Hill Road, and that he would like to see Bridgeville become safer for pedestrians and motorists.

**ADOPTION OF MINUTES:**

**December 4, 2023**

Motion to adopt the December 4, 2023, meeting minutes as submitted was made by Mr. Livingston, seconded by Mr. Tolmer; motion carried unanimously.

**NEW BUSINESS:**

1. Annual Reorganization
  - a. Call for Nominations and Election of Chair  
Mr. Tolmer nominated Mr. Livingston; Mr. Livingston accepted – all voted in favor of Mr. Livingston as the Chair.
  - b. Call for Nominations and Election of Vice Chair  
Mr. Livingston nominated Ms. Guiliani, she accepted – all voted in favor of Ms. Guiliani as the Vice Chair.
  - c. Call for Nominations and Election of Secretary  
Ms. Cimarolli nominated Mr. Tolmer, he accepted – all voted in favor of Mr. Tolmer as the Secretary.

The Commission then completed the annual reorganization and Mr. Livingston led the meeting.

2. Fern Lee Consolidation Plan: proposed lot consolidation plan that would combine two parcels (255-K-10 and 255-K-9) at 427 Railroad Street into one parcel. The plan has been reviewed by the Borough Engineer and conforms to the Borough's Zoning Ordinance and Subdivision & Land Development Ordinance (SALDO). The plan has also been provided to Allegheny County Economic Development for their review and comments.

The Commission reviewed the plan and discussed the project with the applicant, Matt Koczko of Reginald's Coffee Co. Mr. Koczko stated that he plans to combine the two parcels on Railroad Street so that he can add onto the building. He plans to make this building into a Coffee Shop, expanding his business that already has a location in Bethel Park. Mr. Koczko stated that he hopes to open the first phase of his business in Bridgeville this year, roasting coffee and a retail storefront. The next phase would include a full coffee shop and restaurant space. Mr. Livingston questioned if he has an opening date. Mr. Koczko replied that he did not. Motion to recommend

approval of the plan to the Borough Council was made by Ms. Guiliani, seconded by Mr. Tolmer; motion carried unanimously.

**OLD BUSINESS:**

**1. 2024 Comprehensive Plan**

- a. Review of public comments received, and responses prepared by the planning consultant.

Ms. Cimarolli stated that additional improvements are needed to be made to the plan, and asked for the following:

All concept drawings in the plan be labeled as “sample”.

Include directions on the reduction of the median age of the Borough’s population as recommended by Allegheny County.

Include the specific language suggested by Allegheny County for the Downtown zoning.

Include a suggestion for a Parking Study as recommended by the County. Mr. Livingston stated that the Parking Authority should be tasked with completing this study. Ms. Cimarolli stated that the Study’s suggestion be included in the Comprehensive Plan.

Mrs. Bellaver stated that the idea to create Bridgeville as a destination is a good concept.

Ms. Cimarolli stated that the recommendation from Mr. DeBlasio to include efforts to include green infrastructure and alternate energy sources be included in the plan such as electric vehicle charging stations. She also suggested concepts such as alternate energy improvements to the Borough facilities. Mr. Tolmer agreed as the world ten years from now will be much different than today.

Mr. Livingston recommended that the Active Transportation Plan be included in the Comprehensive Plan as an appendix.

Manager Kauer stated that he will get these recommendations to Mackin Engineering for an updated draft plan.

**2. Discussion Goals for 2024 (Identifying and Prioritizing: Comprehensive Plan Implementation / 2023 unfinished business / new objectives)**

Manager Kauer reviewed the project flow chart with the Commission.

The Manager reported that Pennsylvania Resource Council workshops for backyard composting and watersheds & rain barrels have been scheduled for April 3<sup>rd</sup> at the Library. He also reported that a TreeVitalize 2024 Spring Planting Grant Application has been submitted requesting 25 trees.

Manager Kauer reported that the State is moving forward with the McLaughlin Run Park Meadow Project, either a spring or summer 2024 planting project. He stated that they are recommending that the Borough control the knotweed along the project site’s creek banks. The Manager reported that he has reached out to contractors for proposals.

Mr. Livingston reviewed the draft Downtown Zoning District Amendment Request for Proposals that the Borough Manager has prepared. Mrs. Bellaver supported the efforts to preserve the downtown. Ms. Cimarolli asked that the website links in the plan be double checked as she had difficulty opening them. Motion by Mr. Tolmer, seconded by Ms. Cimarolli to recommend to Borough Council that this Request for Proposals be advertised; motion carried.

**PUBLIC COMMENT (GENERAL ITEMS) VISITORS PLEASE STATE NAME AND ADDRESS:**

None.

**ADJOURNMENT:**

Motion to adjourn was made by Mrs. Bellaver, seconded by Mr. Tolmer; meeting adjourned at 8:14PM.

Respectfully submitted,

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Joseph Kauer  
Borough Manager / Zoning Officer