



# **PETERS TOWNSHIP** **PLANNING DEPARTMENT** **2024 ANNUAL REPORT**



# Annual Report

January 2024 - December 2024

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### TOWNSHIP MANAGEMENT

- Paul F. Lauer, Township Manager
  - Kyle Thauvette, Assistant Manager
  - Tracey Eakin, Assistant Manager
- 

### PLANNING DEPARTMENT STAFF

- Mark Holdren, Director
  - Jim Sutter, Assistant Director
  - Todd Carter, Building Inspector
  - Alek Kunz, Building Inspector
  - Paul Bosle, Code Enforcement Officer
  - Amy Robertson, Administrative Assistant
  - Cheryl Mushala, Administrative Assistant
- 

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### TOWNSHIP COUNCIL

- Gary Stiegel, Jr., Chairman
  - Frank Kosir, Jr., Vice-Chairman
  - Frank Arcuri
  - Robert Lewis
  - Tom Pirosko
  - Matt Rost
  - Allison Shanafelt
- 

### PLANNING COMMISSION

- Jeff Mills, Chairman
  - Rocco Magrino, Vice-Chairman
  - Rochelle Koerbel
  - Conrad Tselepis
  - David Wylie
  - D. Jonathan Waldinger, Alternate
  - Leslie Peters, Alternate
- 

### ZONING HEARING BOARD

- Frank Milfeit, Jr., Chairman
  - Dale Griffith, Vice-Chairman
  - Seashal Belldina
  - Kathryn Clark
  - Keith Higgins
  - John "Jack" Jones, Alternate
- 

### TRAFFIC IMPACT FEE ADVISORY COMMITTEE

- James Dolanch
  - Kim Clackson
  - Ryan Schwotzer
  - Five (5) Planning Commission Members
- 

### CONSTRUCTION APPEALS BOARD

- John Yadlosky, Chairman
- Jerry Phelan, Vice-Chairman
- Bernie Fischer

## Executive Summary

As you will see on the following pages Peters Township Planning Department had a busy 2024. Building activity did not slow down, permit review and inspections actively increased, several subdivision and land development plans were evaluated, and numerous property maintenance issues were addressed. In addition to this activity, we welcomed three new employees to the department: a new building inspector and two new administrative assistants. Additionally, the department hired a new code enforcement officer/building inspector who began work at the beginning of 2025.

The Planning Department also has continued its move towards modernizing its operations. As of November of this past year, all building permits have been scanned and stored digitally with exception of large, rolled plans. These will be converted to a digital format this coming year. The Department also now accepts all building permits, subdivision plans, and land development plans to be submitted electronically. Most applicants take advantage of this and prefer the convenience. The use of electronic documents has greatly reduced our need for storing documents as well as the physical transfer of documents between staff members, plan reviewers, and the applicants.

Moving into 2025, there is a significant amount of new residential development either under construction or in the planning pipeline. Coupled with the increase in commercial activity that will likely follow these new rooftops, the Planning Department anticipates there will be a significant amount of development activity for the foreseeable future. To help plan for continued growth, the Township will be embarking on a project to update the current Comprehensive plan. This project is expected to commence in the first half of the year and continue into 2026.

As always, we are grateful for the residents, developers, and contractors that we work with on a daily basis who make Peters Township the prosperous community that it is. We want to thank you for taking the time to review our 2024 Annual Report. We hope that it provides you with some insight into the daily operations of the Township Planning Department. As always, if you have any questions or concerns, please do not hesitate to contact us.

Sincerely,



Mark Holdren, AICP  
Planning Director

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### PETERS TOWNSHIP BY THE NUMBERS

The following is a quick snapshot of statistics for Peters Township.

<u>Total Area</u>	<u>Total Population</u>	<u>Total Housing Units</u>	<u>Total Households</u>	<u>Median Age</u>
19.52 sq. mi.	23,264	8,584	8,272	44
<u>Avg. Household Size</u>	<u>Employment Rate</u>	<u>Bachelor's Degree or Higher</u>	<u>Median Home Value</u>	
2.75	65.4%	61.3%	\$440,300	

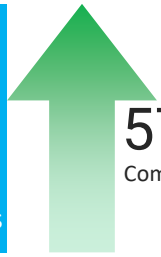
Source: U.S. Census Bureau American Community Survey 5-Year Estimates (2023)

# 2024 AT A GLANCE | KEY ANNUAL STATISTICS

## BUILDING ACTIVITY

77

Building Permits Issued for New Single-family dwellings



57%  
Compared to 2023



189,815

Square feet of Multifamily Residential Area Permitted across 180 new units

340

Total Building Permits Issued

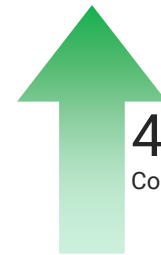


6%  
Compared to 2023



\$61,763,137

Total Estimated Construction Value



41%  
Compared to 2023

\$295,204

Total Permit Fees collected



30%  
Compared to 2023



## LAND DEVELOPMENT

**3** Residential Developments

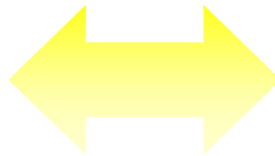
Receiving Preliminary or Final Approval

**76** Residential Lots

Created across these developments



**3%**  
Compared to 2023



**No Change**  
Compared to 2023

**3** Commercial Site Plans

Granted approval by the  
Planning Commission

## ZONING & CODE ENFORCEMENT

**19** Public Hearings

Held before the  
Zoning Hearing Board

**6%**

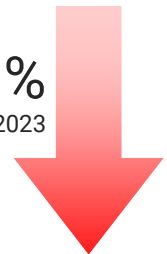
Compared to 2023



**102** Zoning Permits Issued

**29%**

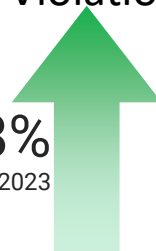
Compared to 2023



**89** Code Violations

**68%**

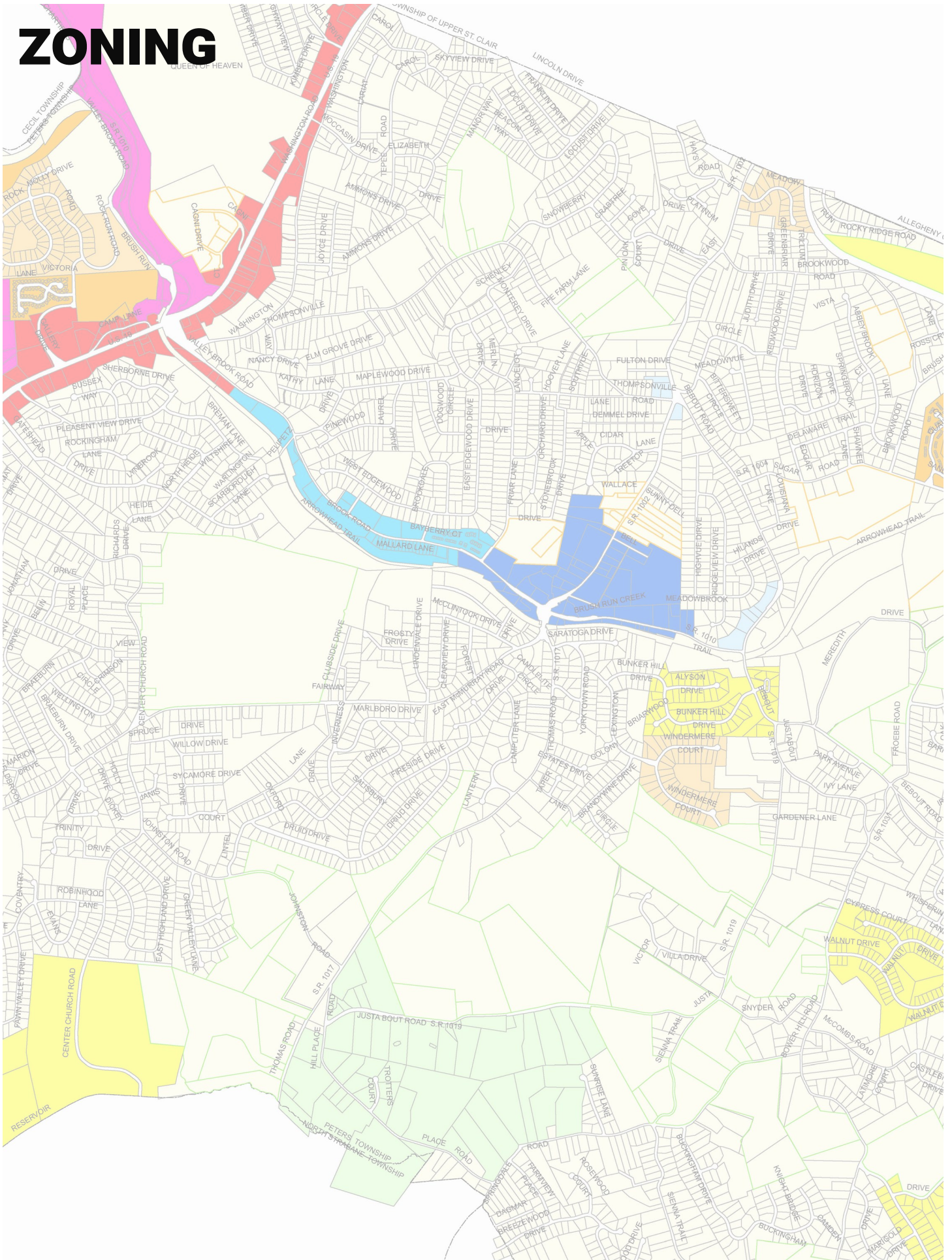
Compared to 2023



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# ZONING

QUEEN OF HEAVEN



# Zoning

Information and statistics about the Zoning Hearing Board and Code Enforcement in Peters Township during 2024.

## ZONING HEARING BOARD

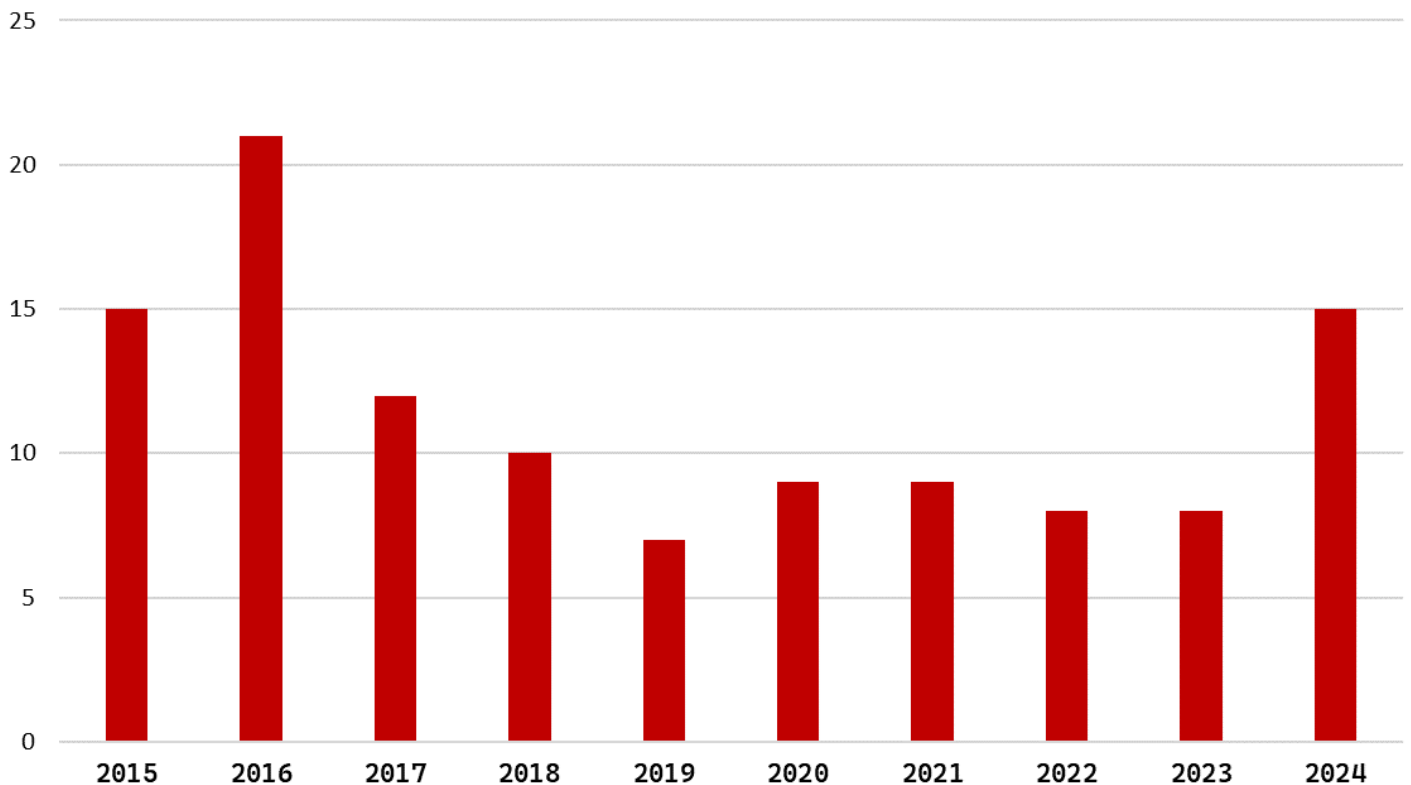
At the end of 2024, the Peters Township Zoning Hearing Board was comprised of the following members:

- Frank Milfeit, Jr., Chairman
- Dale Griffith, Vice-Chairman
- Seashal Belldina
- Kathryn Clark
- Alex O’Neill
- Keith Higgins, Alternate
- John “Jack” Jones, Alternate

## Actions

The Zoning Hearing Board held 19 Public Hearings in 2024, a significant increase from the 9 that were held in 2023. Applicants were successful in receiving a variance 79% of the time, as 15 total Variances were granted. Figure 1 shows how this compares to the raw total number of approvals issued by the Zoning Hearing Board annually since 2015. As shown by this chart, the Zoning Hearing Board approved more total variances in 2024 than any year since 2016.

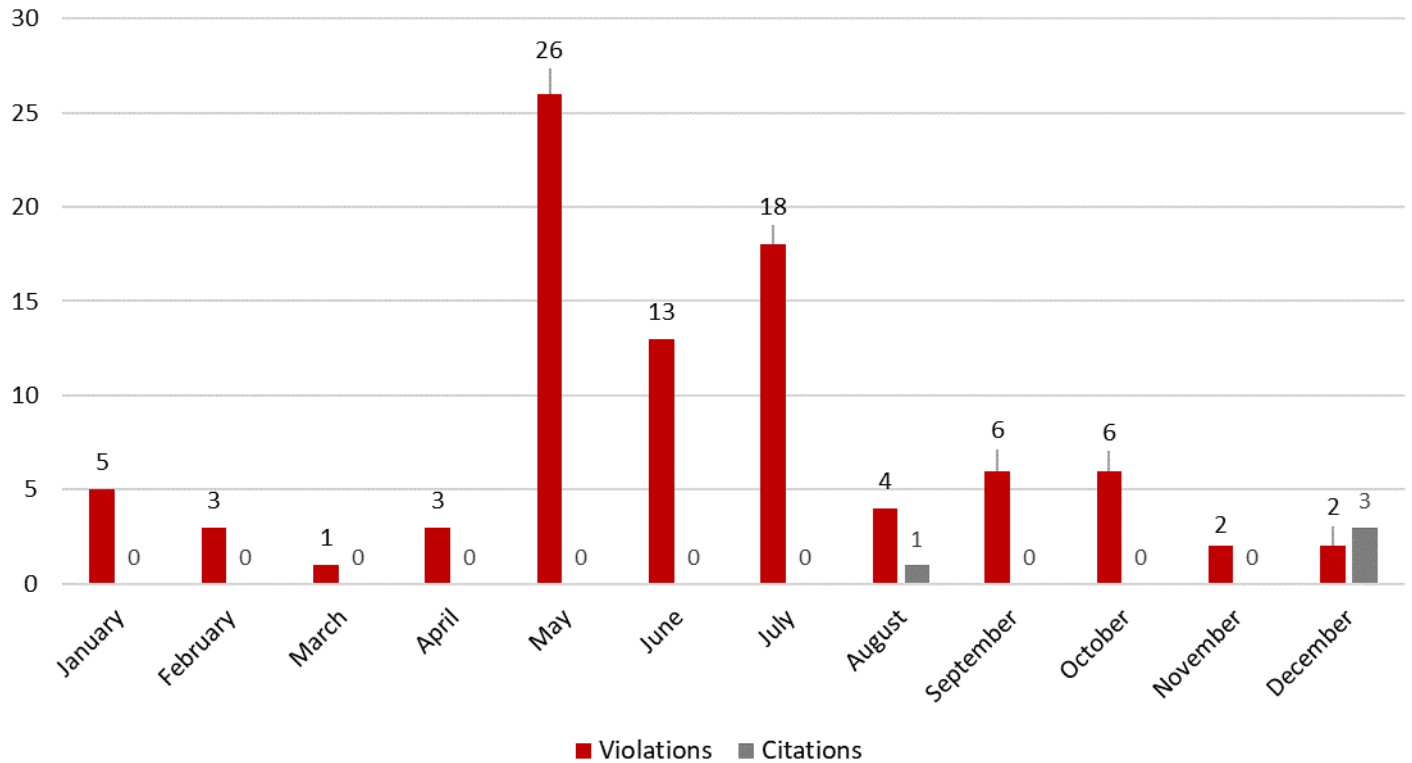
**Figure 1: 2015-2024 Zoning Hearing Board Approvals**



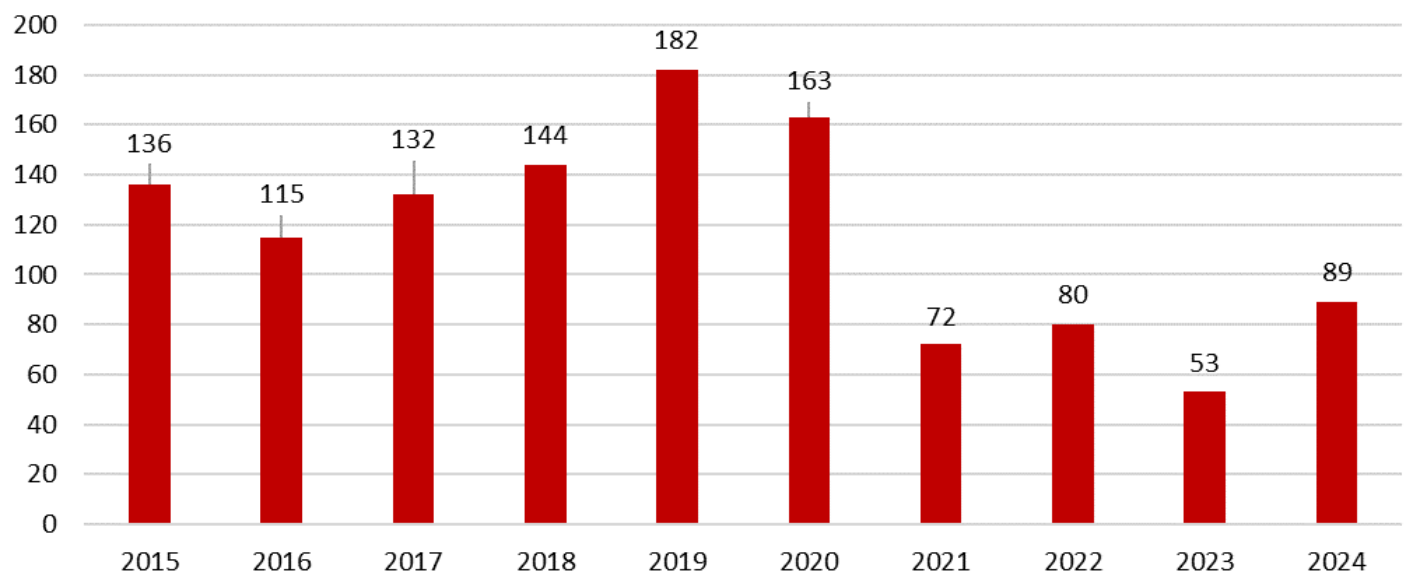
## CODE ENFORCEMENT

Figure 2 outlines the number of Code Enforcement Violations addressed and Citations issued in 2024. Figure 3 compares the number of Code Enforcement Violations issued since 2015. As is typical, very few violations rise to the level of a citation to the District Magistrate. There was an increase in the number of Code Enforcement Violations in 2024 when compared to 2023. However, this figure is consistent with the number of annual violations occurring since 2021. This figure is expected to increase in 2025 as a reorganization of staff roles in the Department has already resulted in more proactive Code Enforcement throughout the Township.

**Figure 2: 2024 Code Violations and Citations Per Month**



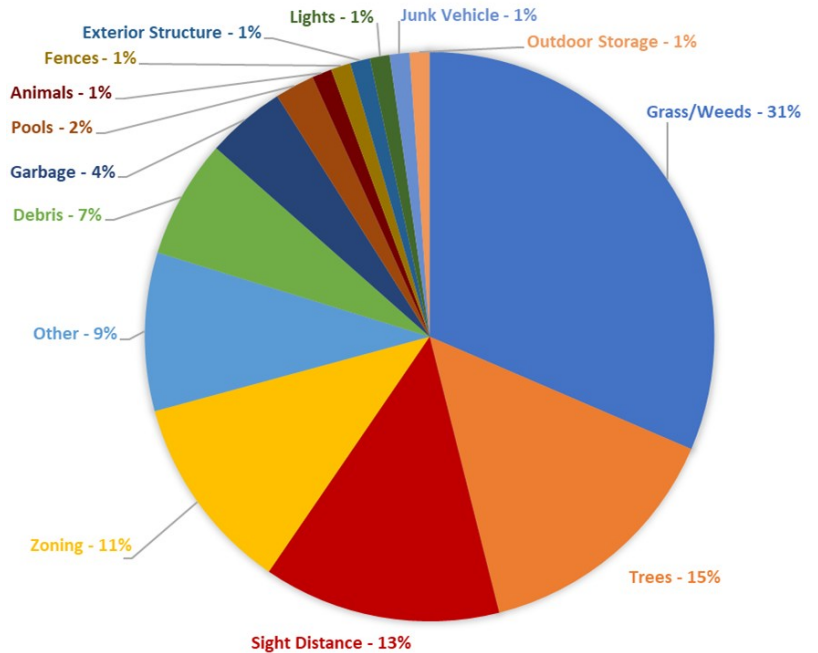
**Figure 3: 2015-2024 Code Violations Per Year**



## CODE ENFORCEMENT

Figure 4 provides a percentage breakdown of the Code Enforcement Violations that were issued in 2024. Of these, violations issued for grass/weeds, dead/diseased trees, and sight distance concerns make up over half of those issued throughout the year (59%). Grass/weeds remained the most common type of violation in 2024, with its share of the total increasing to 31% from 28%. This figure represents 28 total violations. Sight Distance concerns had only an 8% share and were only the 6th most common violation in 2023. This increased to 13% and the 3rd most common type of violation in 2024. In total, there were 12 violations issued for sight distance concerns. Violations relating to animals significantly decreased in 2024. Last year, these violations were the 4th most common and represented 9% of the total. This year there was only a single violation of this type, representing less than 1% of the total violations.

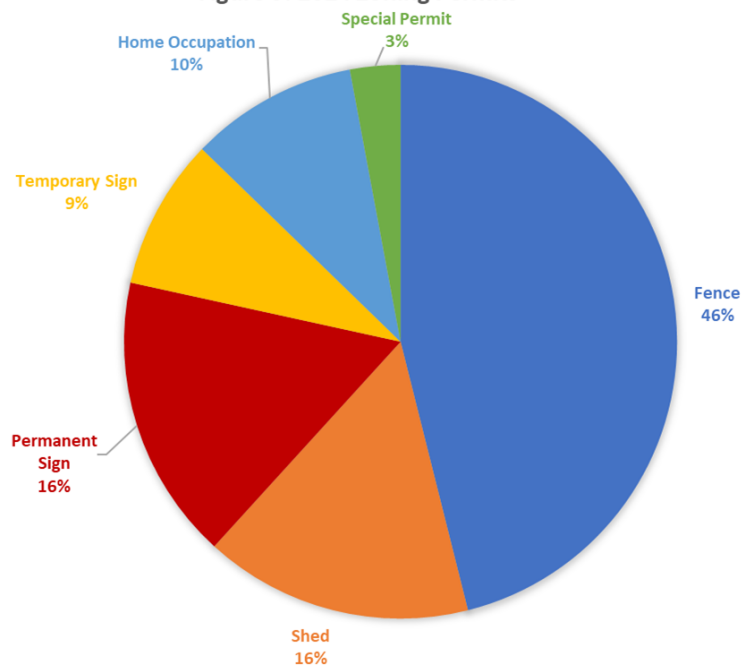
Figure 4: 2024 Code Enforcement Details



## ZONING PERMITS

Zoning Permits are issued for structures and uses that are regulated by the Township's Zoning Code only. They are approved administratively by the Zoning Officer, except for Special Permits, which require Council approval prior to issuance. In total 102 Zoning Permits were issued in 2024, reflecting a 29% decrease from the 143 issued in 2023. As shown in Figure 5, the permits issued in 2024 were spread across six different categories. Similar to previous years, the majority of all Zoning Permits (62%) were issued for either sheds or fences. The overall distribution of Zoning Permits across their respective categories in 2024 was similar to 2023. Of note, the share of zoning permits for Home Occupations increased from 5% to 10%. In total 10 Home Occupation permits were issued in 2024, compared with 8 such permits issued in 2023.

Figure 5: 2024 Zoning Permits





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# BUILDING



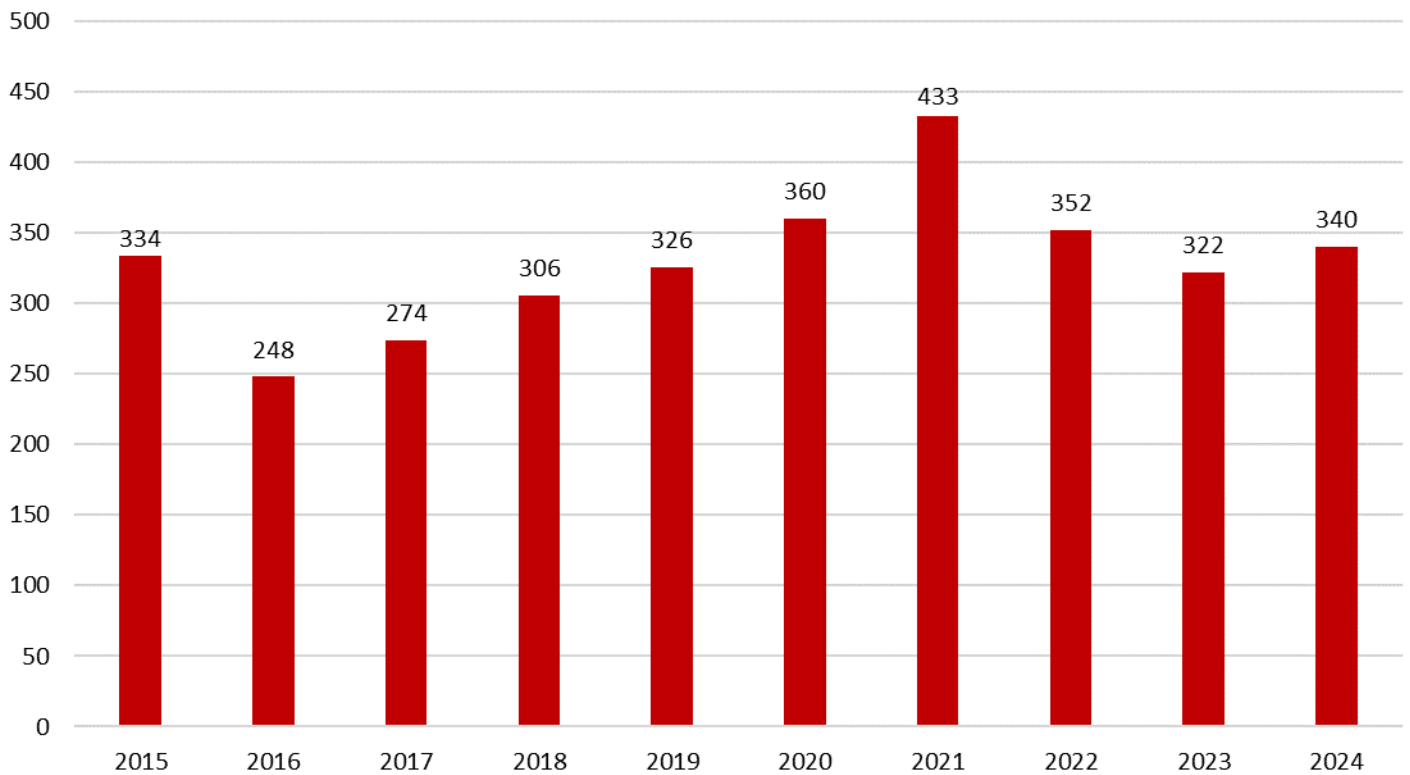
# Building

Information and statistics about Residential and Commercial Building Permits issued in Peters Township throughout 2024 is provided on the following pages.

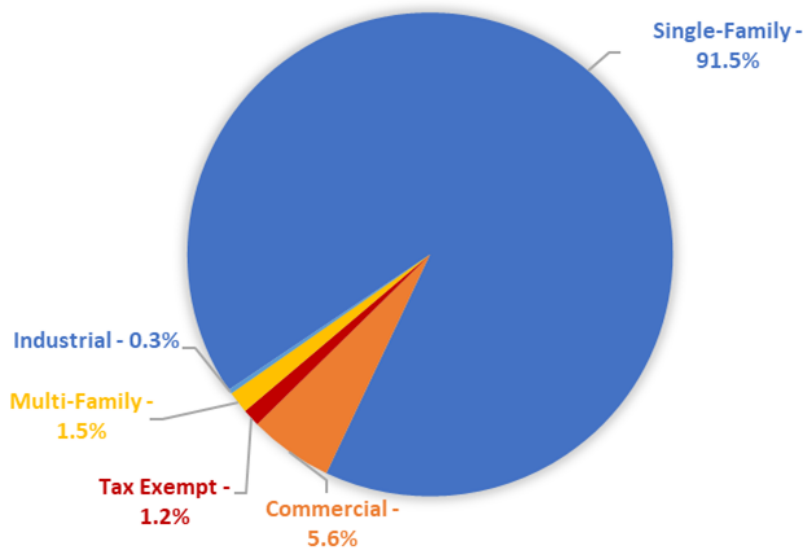
## BUILDING PERMITS

In 2024 the Township saw the reversal of a two-year decline, since a 10-year peak in 2021, in the total number of building permits issued. The 340 Building Permits issued in 2024 represents a 6% increase from last year. Steady activity is expected to continue as several developments continue build-out.

**Figure 6: 2015-2024 Building Permits Per Year**



**Figure 7: 2024 Building Permits**

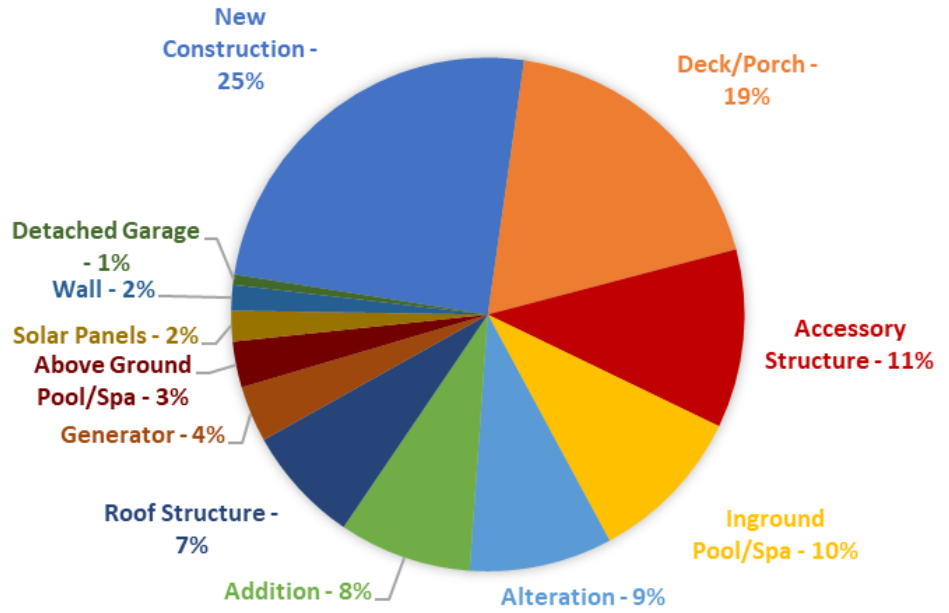


The share of each category of Building Permits issued in 2024 is shown in Figure 7. The number of permits issued for projects at single-family residential properties represented the vast majority of those issued in 2024. The 92% share of permits issued for these projects is consistent with recent years. This trend is anticipated to continue. This is because the Route 19 commercial corridor is almost completely developed and the overwhelming majority of developable land in the Township is zoned for residential uses.

## SINGLE-FAMILY PROJECT PERMITS

A total of 311 Building Permits were issued in 2024 for projects at single-family residences. Figure 8 shows the breakdown of those permits across 12 different categories. Permits for the construction of new single-family dwellings comprised the largest share of those issued in 2024. Permits for deck/porches, accessory structures, and in-ground pools also made up significant shares of those issued. The share of permits comprising new construction increased from 2023 (17% to 25%). This is due to several developments, most prominently Westbury in the southeastern corner of the Township, currently undergoing build-out.

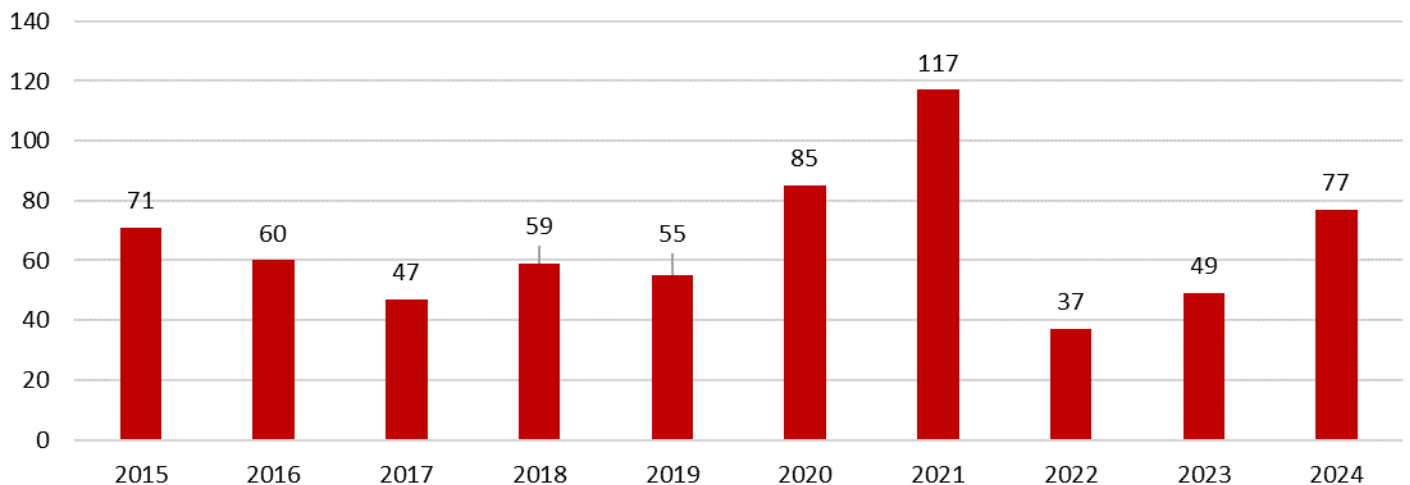
FIGURE 8: 2024 SINGLE-FAMILY PERMITS



## NEW SINGLE-FAMILY CONSTRUCTION

The 77 building permits issued for the construction of new single-family dwellings 2024, as shown in Figure 9, was a 57% increase from the number issued in 2023. This figure is not only a large increase from the previous two years, but surpasses the 10-year average of 65.7. This can be directly attributed to a number of recently approved residential developments that have recently begun home construction. The Planning Department expects the number of permits issued for new residential construction to remain steady, as these developments continue build-out.

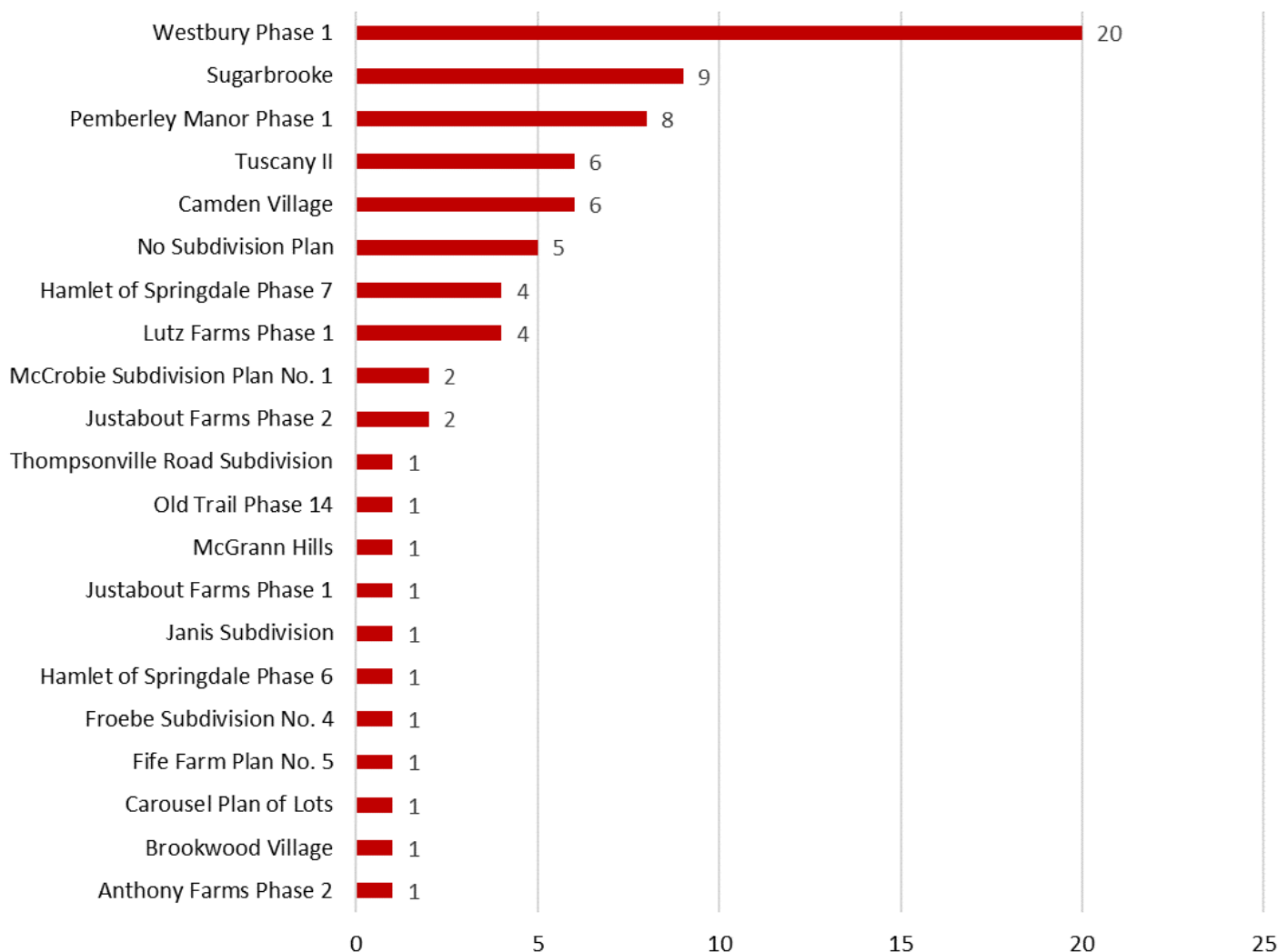
Figure 9: 2015-2024 Permits Issued for New Single-Family Construction



## NEW SINGLE-FAMILY CONSTRUCTION PER PLAN/DEVELOPMENT

As shown below, Figure 10 provides a visualization of the number of Building Permits issued for New Single-Family Construction within the residential developments and subdivisions throughout the Township. As mentioned previously, the increase in the number of permits issued for new single-family dwellings was fueled by build-out of the Westbury Plan. The new developments of Sugarbrooke, Pemberley Manor, and Tuscany II also saw significant activity that contributed to the overall increase. The Planning Department expects these developments to continue build-out in 2025 and drive the number of permits issued for new construction. Other developments, such as Justabout Farms, Anthony Farms, and Brookwood Village saw a small amount of activity as they approach or reach full build-out. Beyond 2025, the Planning Department expects to see the proposed Woodbriar Estates development off of Venetia Road and Courtyards at Valley Brook townhome development off of Valley Brook Road begin construction as they work their way through the necessary approval process for the Township and other outside agencies.

**Figure 10: 2024 New Single Family Construction Per Plan/Development**



## COMMERCIAL BUILDING PERMITS

A total of 24 Building Permits were issued in 2024 for Commercial projects. Figure 11 shows the breakdown of categories these permits represent. Comprising 42% of those issued, the majority of commercial permits were for tenant improvements. These permits are issued for projects associated with a new tenant entering a previously existing commercial space. Typically, some form of construction must be completed to allow the space to meet the new tenant's needs or improve the location to meet current code standards. Due to the lack of vacant commercial land in the Township, the Planning Department expects this type of permit to continue to comprise the majority of those issued for commercial projects in 2025 and beyond.

Figure 12 shows this diminishing in the amount of new construction occurring for commercial projects over the last decade. Two notable exceptions are shown in orange. The first was the Waters of McMurray Senior Living Facility constructed in 2019. The other was this past year when the Waterdam Galley Apartment Buildings were constructed. This 5-building complex represented almost the entirety of new commercial construction area, since 2019.

Figure 11: 2024 Commercial Permits

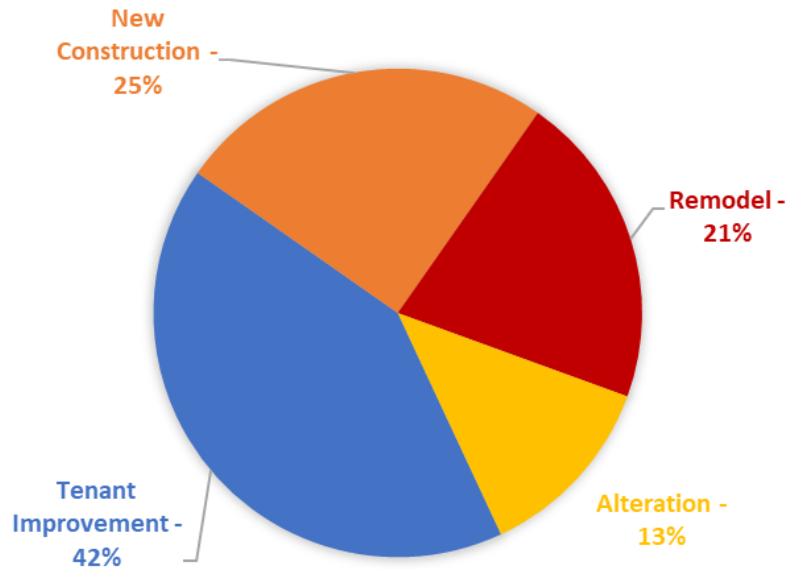
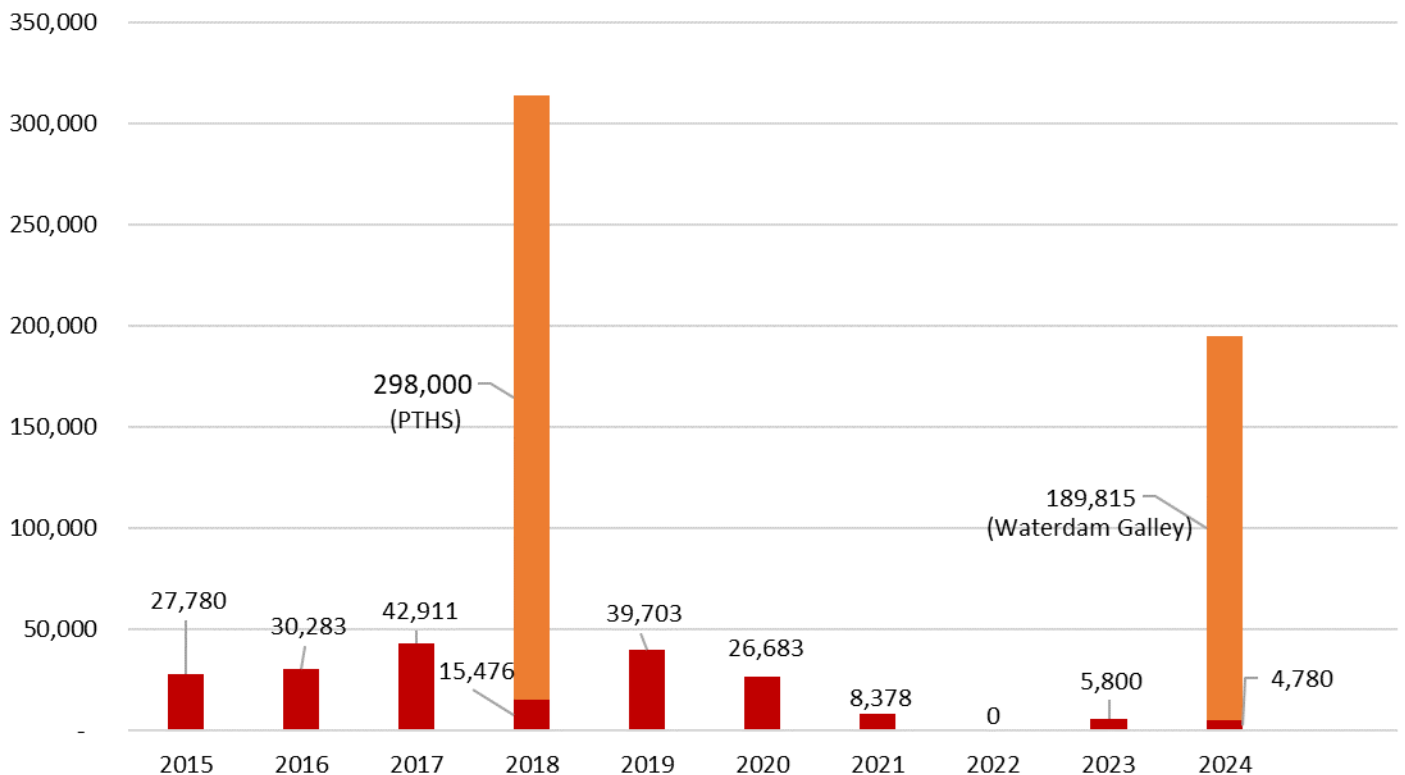


Figure 12: 2015-2024 New Commercial Square Footage

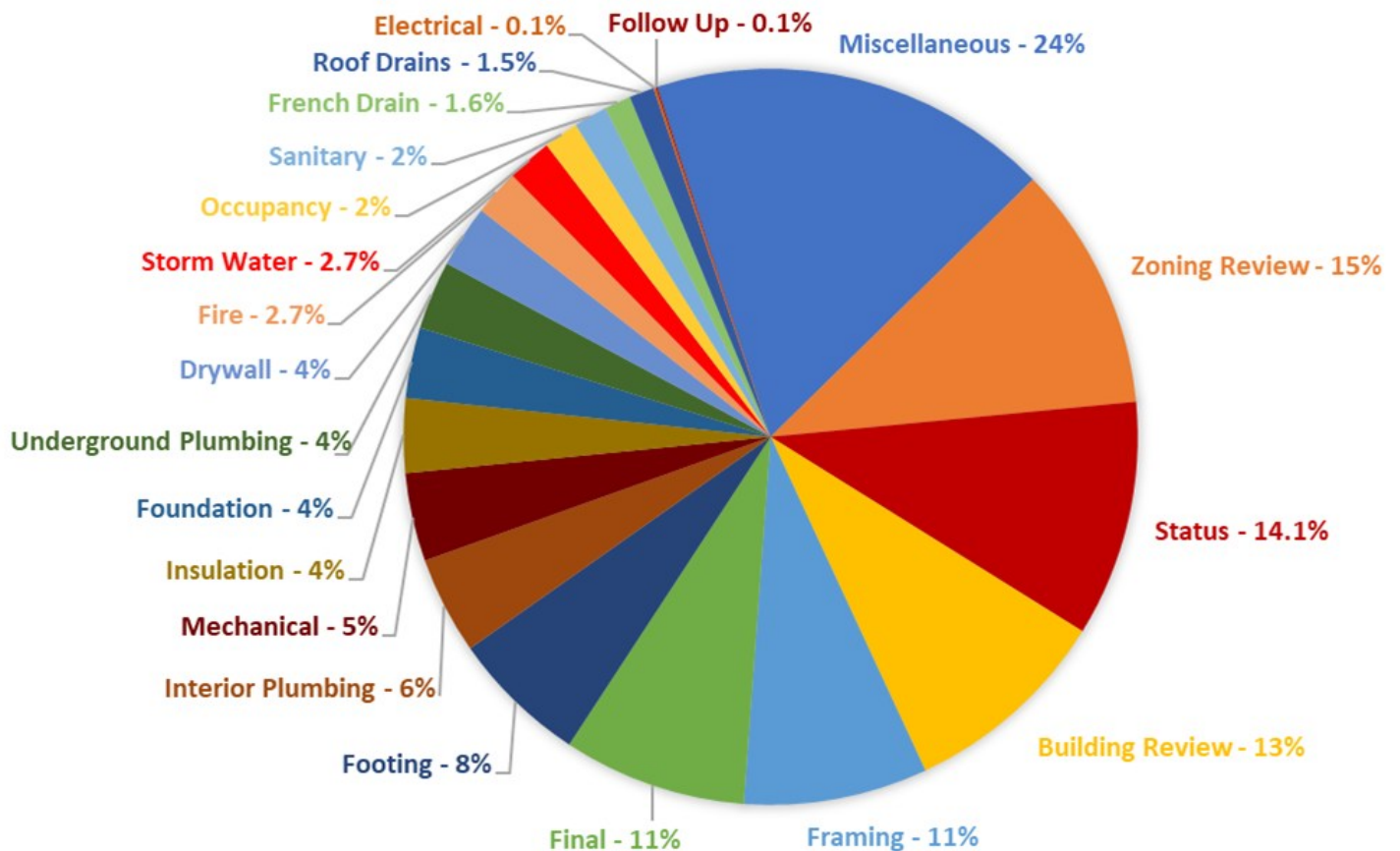


## PERMIT REVIEWS AND INSPECTIONS

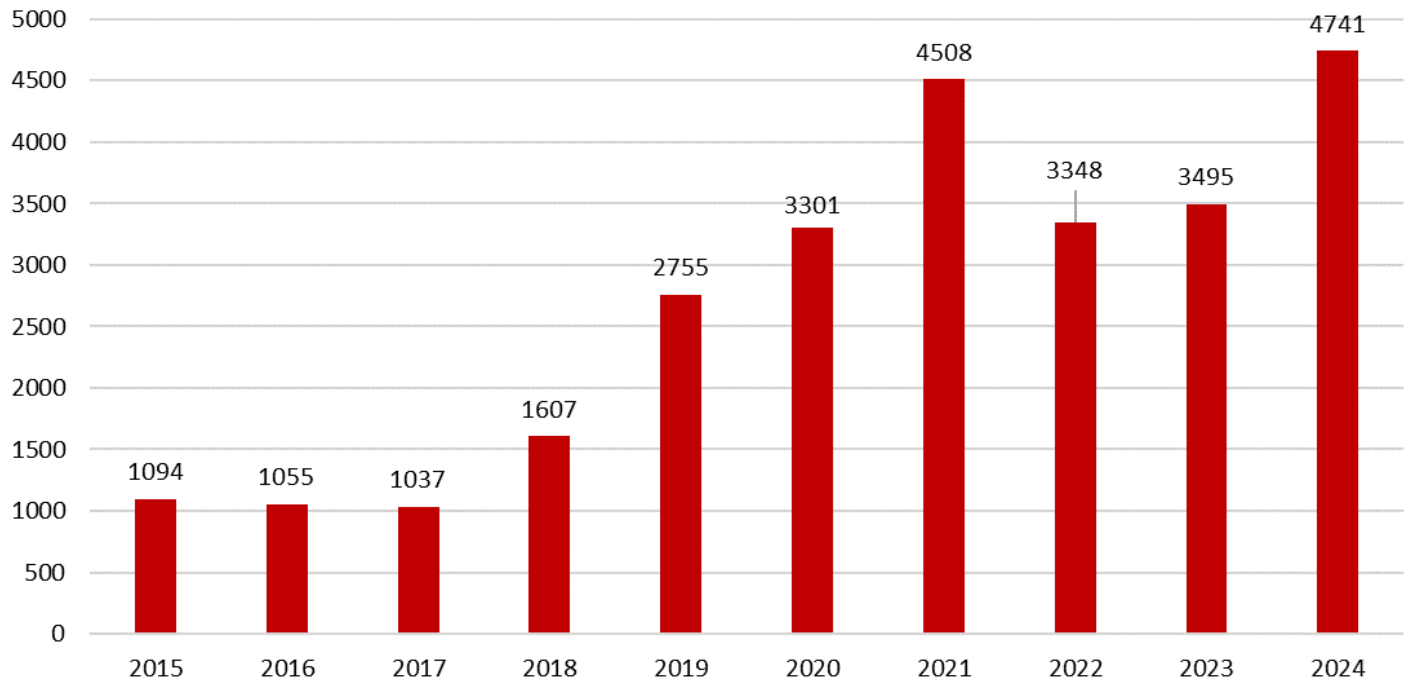
The 4,741 permit reviews and inspections performed in 2024 are grouped into 21 different categories, as shown in Figure 13. Miscellaneous actions, which aren't actual inspections but are still significant notes, comments, or actions taken, make up the largest share at 24%. As is typical across nearly every year, reviews and inspections related to building reviews, zoning reviews, and final inspections, made up a large percentage of all Reviews and Inspections in 2023, at a collective 39% of the total number of actions. The share of "Status" increased significantly to comprise the 4th most common type. This is due to a greater emphasis by Staff on documentation of various action or communications that were not previously being noted.

As shown below in Figure 14, the total number of Reviews and Inspections in 2024 increased significantly from 2023 and represented a 10-year high. The drastic increase is almost entirely due to increased reporting and documentation as mentioned above. This figure will likely be consistent in the coming years as Staff continues to report and document activities that were not previously and development remains steady.

Figure 13: 2024 Permit Reviews and Inspections



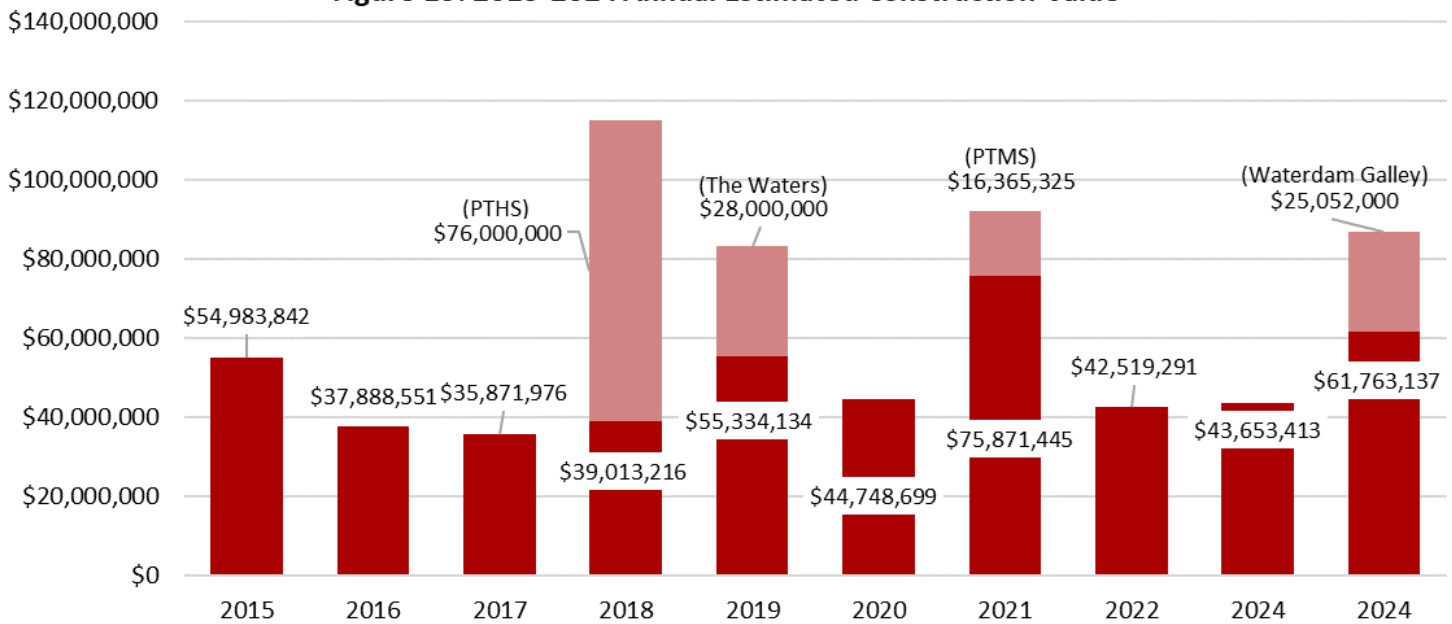
**Figure 14: 2015-2024 Yearly Permit Reviews and Inspections**



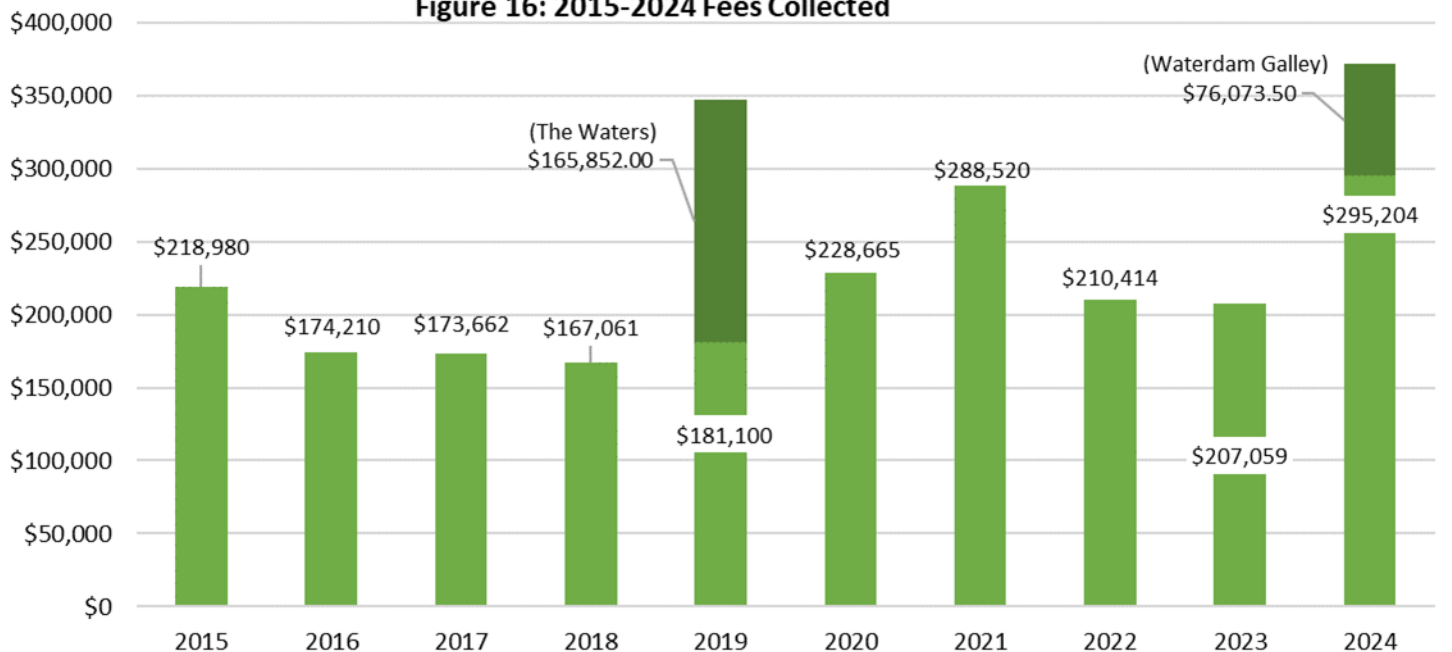
## ESTIMATED CONSTRUCTION VALUE

Figures 15 and 16 below outline key financial information for the Planning Department and provide insight into the amount of building and development activity that took place in 2024. The total annual estimated construction value and total fees collected figure were higher than a typical year. As noted by the highlighted portions, this is primarily due to the Waterdam Galley project. Considering the amount of residential lots available for new home construction, and other pending projects, the Planning Department expects that both of these figures to remain steady or increase in the future. These figures can be hard to determine with confidence in any given year due to the impact large-scale projects can have on the totals. However, another spike is anticipated in 2025, as it is expected the permits for the Valley Brook Country Club Clubhouse Addition will be issued in the coming year.

**Figure 15: 2015-2024 Annual Estimated Construction Value**



**Figure 16: 2015-2024 Fees Collected**



# PLANNING



# Planning

Information and statistics about the Township Planning Commission, new residential, commercial, and public developments, ongoing developments, projects under review, and Ordinance Amendments in Peters Township throughout 2024.

## PLANNING COMMISSION

At the end of 2024, the Peters Township Planning Commission was comprised of the following members:

- Jeff Mills, Chairman
- Rocco Magrino, Vice-Chairman
- Ted Kartofilis
- Conrad Tselepis
- David Wylie
- Rochelle Koerbel, Alternate
- D. Jonathan Waldinger, Alternate

## Actions

The Planning Commission held 11 regular meetings and 1 special meeting in 2024, and took action on the following

Action Type	Count
Subdivision/Consolidation Plan Recommendation to Council	13
Subdivision and Land Development Ordinance Modification Recommendation	3
Site Plan Approval	4
Final Plan Recommendation to Council	1
Preliminary Plan Recommendation to Council	5
Recommendation to the Zoning Hearing Board	1
Time Extension Request	2
Appointment to Outside Committee	1
Zoning Ordinance Amendment Recommendation to Council	3
Subdivision and Land Development Ordinance Amendment Recommendation to Council	1
<b>Total</b>	<b>34</b>

## Residential Developments

The preliminary and/or final plan for the following residential developments were reviewed by the Planning Department Staff and were recommended for approval by the Planning Commission in 2024.

Project Name	Lots	Expected Build Year
Courtyards at Valley Brook Townhome Development	12	2025-2026
Luz Farms Phase 2	12	2025-2026
Woodbriar Estates Preliminary Plan	52	2026-27
<b>Total Lots</b>	<b>76</b>	

## Commercial Developments and Site Plan Approvals

The following commercial projects and/or site plans received approval from the Township Planning Commission in 2024.

Project Name	Address	Description
Valley Brook Country Club Clubhouse Addition	425 Hidden Valley Road	Construction of 8 courts, racquet hut, and associated outdoor amenities.
Valley Brook Country Club Racquet Club	425 Hidden Valley Road	20,000 square foot, two-story addition to the southeast side of the existing clubhouse.
Serally Employee Parking Lot	212 E. McMurray Road	Installation of 17 non-angled parking stalls and associated landscape buffering.

## ONGOING DEVELOPMENTS

As of the end of 2024, the following projects are currently under construction, or nearing the end of construction, and are pending final Township acceptance.

Project Name	Description
Hamlet of Springdale Phases 6 & 7	Phases of a Benjamin Marcus Homes development
Brookwood Place	A townhouse development off Brookwood Road, adjacent to Brookwood Village
Brookwood Village	A single-family residential development off Brookwood Road, adjacent to Brookwood Place
Lutz Farms Phases 1 & 2	A single-family development along Thomas Road
Sugarbrooke	A single-family development along Sugar Camp Road
Pemberley Manor	A single-family development along Sugar Camp Road
Tuscany II	A single-family development along Justabout Road
Westbury Phases 1 & 2	A single-family development off of Church Hill Road

## POTENTIAL PROJECTS

The developers of the following projects have either held a preapplication meeting with Staff (with no formal application yet submitted), are currently under review by Staff and/or the Planning Commission, or have already received preliminary approval.

Project Name	Description
Roundabout Square (Zahalsky Plaza)	Multi-tenant commercial structure proposed near the Valley Brook/Bebout Roundabout
Newcastle Final Plan	A single-family residential development along Justabout Road that has already received Preliminary approval
Woodbriar Estates Final Plan	A single-family residential development along Venetia Road that has already received Preliminary approval
Coen Markets Site Plan	Re-development of the existing Coen Markets at 801 E. McMurray Road
Smith-Packett Senior Living Facility	Senior Living Facility proposed along E. McMurray Road.

## ORDINANCE AMENDMENTS

The following Amendments to the Peters Township Code of Ordinances were developed by Township Planning Staff and ultimately adopted by Township Council in 2024.

Code	Ordinance #	Date Adopted	Summary
Zoning	902	February 26, 2024	Amendment to the Zoning Ordinance removing the Conservation Residential Overlay Zoning District from the properties located at 490-555 Sugar Camp Road and 231 Froebe Road.
Zoning	903	April 22, 2024	Amendment to the Zoning Ordinance removing the Mixed Residential Overlay Zoning District from the properties located in the 200 block of E. McMurray Road.
Subdivision & Land Development and Zoning	905	October 28, 2024	Amendment to the Subdivision & Land Development and Zoning Ordinances instituting a preapplication process, a minor plan process, and updating the design standards for streets and driveways.

